



## ANNUAL MEETING OF THE COUNCIL

**7.40 pm Wednesday, 18 May 2016**  
**At Council Chamber - Town Hall**

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

**Daniel Fenwick**  
**Monitoring Officer**

**For information about the meeting please contact:**

**Anthony Clements**

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**Please note that this meeting will be webcast.**

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

## **Protocol for members of the public wishing to report on meetings of the London Borough of Havering**

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

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.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

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 MAYORALTY**

(a) To elect the Mayor of the Borough for the Municipal Year 2016/17.

#### **Motion on behalf of the Conservative Group**

That Councillor Philippa Crowder be elected Mayor for the Municipal Year 2016/17.

(b) To receive notice of the appointment of the Deputy Mayor of the Borough for the Municipal Year 2016/17.

### **2 MINUTES (Pages 1 - 62)**

To sign as a true record the minutes of the Meeting of the Council held on 30 March 2016 (attached).

### **3 DISCLOSURE OF PECUNIARY INTERESTS**

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

*Members may still disclose any pecuniary in an item at any time prior to the consideration of the matter.*

### **4 RETIREMENT OF CHIEF EXECUTIVE**

Tributes will be paid to Cheryl Coppell, Chief Executive of the Council, on the occasion of her retirement.

### **5 ANNOUNCEMENTS BY THE MAYOR, BY THE LEADER OF THE COUNCIL OR BY THE CHIEF EXECUTIVE**

To receive announcements (if any).

### **6 APPOINTING THE COMMITTEES OF THE COUNCIL AND SCHEME OF DELEGATION (Pages 63 - 74)**

To consider a report of the Chief Executive regarding appointing the Committees of the Council the Scheme of Delegation (attached).

**7 APPOINTING THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES** (Pages 75 - 94)

To consider motions regarding appointing Committee Chairmen and Vice-Chairmen (see motions and amendments paper & explanatory note attached).

**8 APPOINTMENT OF THE MEMBER CHAMPIONS** (Pages 95 - 98)

To consider motions regarding appointing Member Champions (see motions paper and explanatory note attached).

**9 STATEMENT BY THE LEADER OF THE COUNCIL**

To receive a statement by the Leader of the Council.



**MINUTES OF A MEETING OF THE COUNCIL OF THE  
LONDON BOROUGH OF HAVERING  
Council Chamber - Town Hall  
30 March 2016 (7.30pm - 10.22 pm)**

**Present:** The Mayor (Councillor Brian Eagling) in the Chair

**Councillors** Councillors June Alexander, Clarence Barrett, Robert Benham, Ray Best, Wendy Brice-Thompson, Michael Deon Burton, Joshua Chapman, John Crowder, Keith Darvill, Meg Davis, Ian de Wulverton, Nic Dodin, Alex Donald, David Durant, Gillian Ford, Jason Frost, Jody Ganly, John Glanville, Linda Hawthorn, David Johnson, Steven Kelly, Phil Martin, Barbara Matthews, Robby Misir, Ray Morgon, Barry Mugglestone, John Mylod, Stephanie Nunn, Ron Ower, Garry Pain, Dilip Patel, Viddy Persaud, Roger Ramsey, Keith Roberts, Carol Smith, Frederick Thompson, Linda Trew, Jeffrey Tucker, Linda Van den Hende, Melvin Wallace, Roger Westwood, Damian White, Michael White, Reg Whitney, Julie Wilkes, Graham Williamson, Darren Wise and John Wood

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

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

Reverend David Banting, Vicar, St Peter's Church, Harold Wood and Assistant Area Dean of Havering.

The meeting closed with the singing of the National Anthem.

**90 APOLOGIES FOR ABSENCE (agenda item 2)**

Apologies for absence were received from the Deputy Mayor, Councillor Philippa Crowder and from Osman Dervish, Patricia Rumble and Lawrence Webb.

**91 MINUTES (agenda item 3)**

The minutes of the meeting held on 24 February 2016 were before the Council for approval. It was **AGREED**, without division, that the minutes of the meeting of the Council held on 24 February 2016 be signed as a correct record.

**RESOLVED:**

**That the minutes of the Council held on 24 February 2016 be signed as a correct record.**

**92 DISCLOSURE OF INTERESTS (agenda item 4)**

There were no disclosures of interest.

**93 ANNOUNCEMENTS BY THE MAYOR, BY THE LEADER OF THE COUNCIL OR BY THE CHIEF EXECUTIVE (agenda item 5)**

The Mayor, on behalf of the Council, sent his best wishes to the Deputy Mayor who was currently unwell.

The text of the announcements given by the Leader of the Council is shown in appendix 1 to these minutes.

**94 PETITIONS (agenda item 6)**

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

By Councillor Damian White, on behalf of Councillor Dervish, concerning opposition to a proposed development at the rear of 36-40 Collier Row Lane.

By Councillor Durant, requesting that enforcement action be taken to lower two two-metre high front walls outside 20, Wilfred Avenue, Rainham.

**95 APPOINTMENT OF CHIEF EXECUTIVE (agenda item 7)**

A report of the Appointments Sub-Committee indicated that the Sub-Committee had, the previous day, held interviews for the post of Council Chief Executive. All Cabinet Members had been consulted on the appointment of the successful candidate – Andrew Blake-Herbert, currently the Council's Deputy Chief Executive, Communities & Resources.

The Leader of the Council confirmed that no well-founded objection had been received from members of the Cabinet in respect of the preferred candidate and added that the decision to appoint Mr Blake-Herbert was unanimous.

The report was of the Appointments Sub-Committee was **AGREED** without division.

**RESOLVED:**

**That Andrew Blake-Herbert be appointed as Chief Executive and designated Head of Paid Service and Electoral Registration Officer and Returning Officer, to take effect as soon as possible.**

**96 RESPONSIBILITY FOR SCRUTINY OF ISSUES RELATING TO THE CHILDREN AND FAMILIES ACT 2014 (agenda item 8)**

A report of the Governance Committee recommended a slight change to the Constitution in order to clarify that the responsibility for scrutiny of issues relating to the Children and Families Act 2014 was solely that of the Children and Learning Overview & Scrutiny Sub-Committee. This reflected the requirements of the Act to provide continuing care services, if required, from 0-25 years.

The report was **AGREED** without division.

**RESOLVED:**

**That the following changes be incorporated into the Constitution:**

**The section of the table in Part 3, section 1.4 of the Constitution dealing with the areas of responsibility of the Children & Learning Overview and Scrutiny Sub-Committee be amended so that the following text is added to the areas of responsibility of the Sub-Committee:**

***“Issues relating to the Children and Families Act 2014”***

**97 TERMS OF REFERENCE OF GOVERNANCE COMMITTEE AND DELEGATION OF AUTHORITY FROM COUNCIL (agenda item 9)**

A report of the Governance Committee asked Council to approve the delegation to the Governance Committee of decisions on the review of staff terms and conditions and amend the Committee’s terms of reference accordingly.

**Deemed motion by the Administration**

That the report be adopted and its recommendations carried into effect.

**Amendment by the Independent Residents’ Group**

Amend recommendation 1 of report so that it reads as follows:

**Recommend to Council**, at its meeting on 30 March 2016, that it agree to consult with Governance Committee on proposals which arise from the review of employee terms and conditions and make an amendment to its

terms of reference to enable this. Full Council to retain the final say in whether to approve proposals arising from the review of employee terms and conditions.

Following agreement, without division, that the matter be dealt with on a vote only basis, the amendment by the Independent Residents' Group was **NOT CARRIED** by 37 votes to 10 (see division 1) and the deemed motion by the Administration was **AGREED** without division.

**RESOLVED:**

**That Council delegate authority to the Governance Committee to approve proposals which were likely to arise from the review of employee terms and conditions and make an amendment to the terms of reference of the Governance Committee within the Constitution to enable this and therefore amend Part 3, Section 1.2, Governance Committee Appointments and Dismissals to read:**

***“To determine matters relating to the Council's responsibilities as an employer, where a member-level decision is required and can be delegated to a committee, including the overall framework of terms and conditions of employment for employees.”***

**98 THE COUNCIL'S PAY POLICY STATEMENT 2016/17 (agenda item 10)**

A report of the Chief Executive asked Council to agree the Council's Pay Policy 2016/17 as required under the Localism Act 2011. This showed the remuneration of the Council's chief officers and of its lowest-paid employees as well as the relationship between the remuneration of its Chief Officers and its other employees.

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

**The Pay Policy Statement, 2016/17, as shown in appendix 2 to these minutes, be approved.**

**99 SCHEDULE OF COUNCIL MEETINGS 2016/17 (agenda item 11)**

A report of the Chief Executive asked Council to agree the dates of meetings of full Council for the municipal year 2016/17 and provisionally for the remainder of 2017.

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

**The following future dates for Council meetings be agreed:**



**2016**

8 June  
13 July  
14 September  
23 November

**2017**

25 January  
22 February (Council tax Setting)  
22 March  
17 May (Annual Meeting)  
7 June (provisional)  
12 July (provisional)  
13 September (provisional)  
22 November (provisional)

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

Fifteen questions were asked and replies given.

The text of the questions, together with their answers, is shown as appendix 3 to these minutes.

**101 PARKING CHARGES IN PARKS (agenda item 13A)****Motion on behalf of the Residents' Group**

Parking charges in the four parks where charges currently apply are not meeting their income targets. In light of this, together with the optimistic visitor numbers and viable alternatives to parking in parks, this council calls upon the Administration to abandon its plans to add further parks and open spaces to the list where parking charges will apply.

**Amendment by the Conservative Group****Amend motion to read:**

Recognising that the proposal to extend car park charging in parks (at rates reduced following full public consultation and feedback) was one of the measures in the financial strategy and budget savings plan agreed by the Council following public consultation in February of last year, and that a further updated cost benefit analysis has been undertaken, this Council supports a review by the Administration of the proposal before a final decision is taken in the near future.

**Amendment by the Independent Residents' Group****Amend motion to read:**

(Additional wording shown in bold for clarity).

Parking charges in the four parks where charges currently apply are not meeting their income targets. In light of this, together with the optimistic visitor numbers and viable alternatives to parking in parks, this council calls upon the Administration to **remove charges from these parks and** abandon its plans to add further parks and open spaces to the list where parking charges will apply.

Following debate, the amendment by the Conservative Group was **CARRIED** by 29 votes to 19 (see division 2) and the amendment by the Independent Residents' Group was **NOT CARRIED** by 44 votes to 5 (see division 3). The amendment by the Conservative Group was **AGREED** as the substantive motion by 31 votes to 18 (see division 4).

**RESOLVED:**

**Recognising that the proposal to extend car park charging in parks (at rates reduced following full public consultation and feedback) was one of the measures in the financial strategy and budget savings plan agreed by the Council following public consultation in February of last year, and that a further updated cost benefit analysis has been undertaken, this Council supports a review by the Administration of the proposal before a final decision is taken in the near future.**

102 **NEW POLICING MODEL (agenda item 13B)****Motion on behalf of the Independent Residents' Group**

CCTV cameras are not an alternative to effective policing and punishments but they do complement the New Policing Model and do help detect and deter crime in the borough's town centres. The New Policing Model reduces the size of the ward based Safer Neighbourhood Teams and creates a larger pooled resource to act throughout the borough, that appears according to reports in the *Recorder* to be often deployed outside the borough!

Due to this change this Council recommends to the Executive to progress plans to install CCTV by Lamson Road and in Rainham Village to provide the same security as provided in our other high streets in Havering, to allay fears due to growing reports of assault and burglary in the area and to reassure residents in the south of the borough they have not been forgotten.

**Amendment by the Conservative Group****Amend motion to read:**

This Council commends the Administration for safeguarding C.C.T.V. provision within Havering and welcomes the commitment made to extend this network to areas of the Borough, where resources will permit, on an evidence based business case.

Following debate, the amendment by the Conservative Group was **CARRIED** by 43 votes to 5 (see division 5) and **AGREED** as the substantive motion, without division.

**RESOLVED:**

**This Council commends the Administration for safeguarding C.C.T.V. provision within Havering and welcomes the commitment made to extend this network to areas of the Borough, where resources will permit, on an evidence based business case.**

103 **'ROGUE' LANDLORDS (agenda item 13C)****Motion on behalf of the Independent Residents' Group**

Following the Localisation of the Housing Revenue Account and the enhanced status and resources this gives the Housing Department, this Council recommends to the Executive that it agrees a policy to take effective action to deal with 'rogue' landlords both large and small throughout Havering in the interests of tenants.

**Amendment by the Conservative Group****Amend motion to read:**

This Council welcomes the action taken so far in combating rogue landlords within Havering, through the possible introduction of an Article 4 direction and licensing of private landlords, as well as any other measure that would support sustainable tenancies and a vibrant housing sector.

This motion was withdrawn by the Independent Residents' Group and resubmitted to the next appropriate meeting of Council.

104 **VOTING RECORD**

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

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**Mayor**

**Appendix 1****Leader's statement – Full Council, 30 March 2016****BELGIUM**

Mr Mayor, I would like to start by acknowledging the tragic events that took place last Monday in Brussels. I know that whatever our individual political views, we are Londoners and the memory of what we suffered on 7<sup>th</sup> July 2005 is always with us and we stand united against acts of terror.

I would like to reassure residents and staff that we continue to work closely with our partners the police and other agencies to ensure, as far as we can, that the borough is alert to dangers and we are as prepared as we can be in any eventuality.

It's important that we go about our daily lives as normal, and not let the merciless behaviour of some disrupt us, but remain alert to threats and report anything suspicious immediately.

I would now like to move onto an update on news which I know members have a keen interest in.

**ROMFORD HOUSING ZONE**

The announcement by the Mayor of London of a new Housing Zone with funding of £34.9 million for Romford will facilitate the delivery, in a sustainable and environmentally acceptable method, of some 3,300 new homes which developers and the Council are potentially able to develop in the next few years. It has the potential to be a major boost for the north of the borough and shows the importance of Romford in terms of new homes for local people, and its potential given the opportunities Crossrail will bring.

The next steps are to start drawing up detailed plans which will take into account social and community infrastructure needs and there will be full consultation with residents and businesses.

So good news for the north of the borough, and in the south there is further encouraging news.

**BEAM PARK**

The appointment, by the Mayor of London, of Countryside and London and Quadrant to bring forward early development on the huge Beam Park site is great news in taking forward the regeneration of Rainham and Beam Park. This is in addition to the recent announcement of funding for the new train station and the go ahead from TfL to begin design work on the A1306 Beam Parkway. And along with huge investment in housing and infrastructure from the Rainham and Beam Park Housing Zone, I firmly believe the time has come to transform this very important part of Havering and East London. This project will deliver new employment opportunities for local people, high-quality residential homes and green spaces, and ultimately create a sustainable community for Beam Park.

**ROMFORD LEISURE DEVELOPMENT**

I also have some very long awaited news about this project. You might remember, back in November, I announced that we had entered into a supplemental contract with Morrisons for land concerning the Romford Leisure Development. The contract required the foodstore to complete demolition works on the Western Road site with the aim of handing the land back to the Council by April.

I'm very pleased to say that Morrisons have upheld their part of the agreement, and at long last, we are preparing to start construction of the leisure development in the heart of Romford Town Centre. Our contractor, Wilmott Dixon, will begin surveying and preparing the land in the first week of April, with building work expected to start in the early part of May.

This is a very significant moment for local residents, who have waited an awfully long time for this news. The development will secure competition-level ice-skating and swimming for future generations, and provide first-class fitness facilities for all.

I'd like to take this opportunity to thank residents for their patience, especially the Romford Raiders Ice Hockey Club, and all the parents who are taking their children to other ice rinks with the old rink closed. We are aiming for the development to be complete by early 2018.

#### **BRITAIN IN BLOOM**

You will of course be aware that Havering was the overall London winner at the London in Bloom awards last year with an amazing 47 awards. The result is that we are now representing London at the Britain in Bloom awards. Work is currently underway to present Havering at its best to the judges later this year but the judges will also be looking at community engagement. Residents can demonstrate their green fingers through a lot of ways including getting involved in their local Parks Friends Group or Allotment Society, creating an 'It's Your Neighbourhood' group which would work alongside the Council in their street or area, or even by simply using hanging baskets or pots if they don't have outdoor space. And congratulations to Azra Karatay, who is 6 years old and attends Scargill Infants School who has designed the colourful, patriotic logo you can see on the screen, which we will be using to promote our Britain in Bloom activity.

#### **THE QUEEN'S 90<sup>th</sup> BIRTHDAY**

Mr Mayor, members and yourself may wish to put this date in your diary, 21<sup>st</sup> April, because this is the date we will be lighting a beacon as part of a national beacon lighting event, to commemorate Her Majesty The Queen's 90<sup>th</sup> birthday. There will be a church service at 6.15pm at St John the Evangelist Church in Havering-atte-Bower which will be followed by tea and coffee refreshments in the church hall. The beacon lighting will take place on the green at the front of the church, and the beacon will be lit at 7.30pm prompt. The Royal British Legion Band and Corps of Drums Romford will play out with the National Anthem. I look forward to seeing you there.

#### **CHIEF EXECUTIVE**

And finally, tonight the Council will be asked to ratify the appointment of a new Chief Executive and I wanted to take the opportunity to thank the staff who have been involved in the recruitment process and to let members know the detail of the process.

A full executive search process initiated the recruitment of the Chief executive along with adverts in the national press and on-line, highlighting the opportunity Havering offered.

A number of strong applications were received and seven candidates were invited to the first stage technical interviews, which was supported by an external London Chief Executive. Four applicants were then put forward to a full day assessment centre which consisted of interviews with the Appointments Panel, a further panel of Members, a panel of 8 external stakeholders including senior leaders from the police, health, education and safeguarding and an internal stakeholder group of 11 challenging graduates, interns and the Youth Parliament. Psychometric and online personality tests were also undertaken.

Following this, three final candidates provided a presentation and were interviewed yesterday at the formal Appointment Panel and the successful candidate is recommended by Appointments Committee to full Council for approval later in the agenda.

Thank you Mr Mayor.

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**London Borough of Havering**

**Pay Policy Statement 2016/17**

**1. Introduction**

2. This pay policy statement is produced in accordance with Chapter 8 of the Localism Act 2011 which requires the Council to prepare a pay policy statement by the 31 March each year before it comes into force.
3. This pay policy statement was approved by a meeting of full Council on 30 March 2016. It is made available on the Council's website which also includes separately published data on salary information relating to the Council's senior management team.
4. Under the Localism Act 2011, the Council's pay policy statement must set out:
  1. the remuneration of its chief officers
  2. the remuneration of its lowest-paid employees
  3. the relationship between:
    - i. the remuneration of its chief officers and
    - ii. the remuneration of its employees who are not chief officers
5. Under the Localism Act 2011, Chief Officers in Havering are defined as those remunerated on the following grades:
  1. HG1 (Chief Executive)
  2. HG2/HG2S (Deputy Chief Executive/Director)
  3. HG3 (Director/Assistant Director/Head of Service)
  4. HS1/2/3 (Other Assistant Director/Head of Service)
6. This pay policy statement excludes staff in schools.
7. The Council's next pay policy statement will be for the year 2017/18 and will be submitted to a meeting of full Council for approval by 31 March 2017.

**8. Remuneration of Chief Officers**

**9. Chief Executive**

10. The Chief Executive role is the Council's Head of Paid Service.

11. The Chief Executive role is paid on the HG1 grade on a spot salary within the HG1 salary range. As at 31 March 2016, the annual Full Time Equivalent salary range is £163,920pa - £170,000pa. The salary range is increased in accordance with the Joint Negotiating Committee for Chief Executives of Local Authorities with effect from 1<sup>st</sup> April each year (any increases for effect from 1<sup>st</sup> April 2016 have not yet been determined).
12. The Chief Executive role is entitled to receive a separate Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.
13. The Chief Executive role receives no other bonuses, overtime or any other additional salary payments.
14. Deputy Chief Executive/ Director
15. Deputy Chief Executive/ Director roles are paid on one of the following 2 grades comprising the following spinal points and annual Full Time Equivalent salary, as at 1 April 2016:

HG2

1. £114,888
2. £118,170
3. £121,455
4. £124,737
5. £128,019
6. £131,301

HG2S

1. £128,145
2. £131,805
3. £135,468
4. £139,128
5. £142,791
6. £146,451

16. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1<sup>st</sup> April each year (the increase for effect from 1<sup>st</sup> April 2016 has been included in the figures above).
17. Progression through the spinal points is subject to annual incremental progression.

18. The Council's statutory chief officer roles currently undertaken by Deputy Chief Executive/Director roles are detailed below. No additional payments are made in respect of these roles:
  - Section 151 (Finance) – Deputy Chief Executive: Communities & Resources
  - Children's Services and Adults Social Services – Deputy Chief Executive: Children, Adults & Housing
19. The Deputy Chief Executive: Children, Adults & Housing role receives an additional Market Supplement payment equivalent to £5,000pa.
20. Deputy Chief Executive/ Director roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.
21. Deputy Chief Executive/ Director roles receive no other bonuses, overtime or any other additional salary payments.
22. Director/Assistant Director/Head of Service
23. Director/Assistant Director/Head of Service roles of larger services are paid on the following grade comprising the following spinal points and annual Full Time Equivalent salaries, as at 1 April 2016:  
  
HG3
  1. £94,653
  2. £97,356
  3. £100,062
  4. £102,765
  5. £103,401
  6. £106,050
24. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year (the increase for effect from 1<sup>st</sup> April 2016 has been included in the figures above).
25. Progression through the spinal points of the grade is subject to annual incremental progression.
26. Director/Assistant Director/Head of Service roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.

27. Director/Assistant Director/Head of Service roles receive no other bonuses, overtime or any other additional salary payments.
28. Other Assistant Director/Head of Service
29. Other Assistant Director/Head of Service roles are paid on one of the following 3 grades comprising the following spinal points and annual Full Time Equivalent salaries, as at 1 April 2016:

HS3

- |    |         |
|----|---------|
| 1. | £72,246 |
| 2. | £74,919 |
| 3. | £77,598 |
| 4. | £80,274 |

HS2

- |    |         |
|----|---------|
| 1. | £77,634 |
| 2. | £80,508 |
| 3. | £83,382 |
| 4. | £86,256 |

HS1

- |    |         |
|----|---------|
| 1. | £85,455 |
| 2. | £88,623 |
| 3. | £91,776 |
| 4. | £94,947 |

30. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year (the increase for effect from 1<sup>st</sup> April 2016 has been included in the figures above).
31. Progression through the spinal points is subject to annual incremental progression.
32. The Deputy Director of Legal Services is the Council's Statutory Monitoring Officer. No additional payments are made in respect of this role.
33. The Assistant Director: Learning & Achievement role receives an additional Market Supplement payment equivalent to £10,000pa.
34. The Head of Economic Development role receives an additional Market Supplement payment equivalent to £8,000pa.

35. Other Assistant Director/Head of Service roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.
36. Other Assistant Director/Head of Service roles receive no other bonuses, overtime or any other additional salary payments.
37. **Other Remuneration for Chief Officers**
38. On appointment, Chief Officers will be placed on the appropriate spinal point within the appropriate grade and paid any other allowance/payment as set out in this pay policy statement, having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels.
39. Where it is proposed, on appointment, to place a Chief Officer on a spinal point/grade or pay an allowance/payment outside of those set out in this pay policy statement, full Council will be given the opportunity to vote on the application of any salary package that exceeds £100,000pa.
40. The Council does not operate a performance related pay scheme or other bonus schemes for Chief Officers.
41. Chief Officers are not entitled to payment for any other charges, fees or allowances.
42. Chief Officers are not entitled to any benefits in kind as a result of their office or employment.
43. **Other Remuneration for Chief Officers and the Council's Other Employees**
44. All employees who are within 3 years of retirement and have completed 25 years service within Local Government by the date of their retirement and have been continuously employed by the Council since 24 September 1997 are entitled to receive a salary plusage payment during their final 3 years employment with the Council. The payment is based on 0.2% and 0.3% of substantive salary for each year of Local Government service and each year of continuous service with the Council respectively.
45. The Council's policies regarding how the Council exercises the various employer discretions provided by the Local Government Pension Scheme (LGPS) are set out at Appendix 2. These discretions are applied equally to all employees. In general the Authority will not grant any increase or

enhancement of pension entitlement as a result of its discretion policy, although each case will be determined on a case by case basis. As a result of the introduction of the new LGPS 2014 scheme all employer and Administering Authority discretions have now been reviewed and noted by Pension Committee.

46. The Council's policies regarding how the Council exercises the various employer discretions under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 are set out at Appendix 3.
47. On ceasing to be employed by the Council, all employees will only receive compensation:
  - in circumstances that are relevant (eg redundancy) and
  - that complies with the specific terms of any compromise agreement
48. Any severance package in excess of £100,000 (excluding annual pension/pension lump sum payments) will be subject of a vote by full Council.
49. All directly employed staff, whether permanent or fixed term, will be paid via the Council's payroll system and subject to deduction of tax and national insurance in accordance with PAYE regulations.
50. **Remuneration of the Council's Other Employees and the Council's Lowest Paid Employees**
51. The Council uses the following grading structures to pay its other employees:
  - NJC for Local Government Employees
  - Soulbury Committee
  - JNC for Youth & Community Workers
  - School Teachers Pay & Conditions
  - NHS Terms & Conditions of Service
52. The grades, incremental points and annual Full Time Equivalent salaries, as at 1 April 2016, associated with these grading structures are detailed at Appendix 4. The values of the spinal points are increased in accordance with the respective negotiating body with effect from a variety of dates each year.
53. The remuneration of the Council's other employees also includes the payments/allowances detailed at Appendix 5.
54. For the purpose of this pay policy statement the Council's lowest paid employees are defined as those paid at Youth Support Worker 11, spinal column point 4 of the JNC for Youth & Community Workers, for which the

annual Full Time Equivalent salary, as at 1 April 2016 is £16,431. The Council currently has 8 part-time employees at this level.

55. For the purposes of this pay policy statement the Council's median paid employee is paid at Scale 6, spinal column point 26 of the NJC for Local Government Employees, for which the annual Full Time Equivalent salary, as at 1 April 2016 is £24,744.

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

57. Although the Council does not have a policy regarding the ratio between the remuneration of its top earner, its lowest paid employees and other employees, the current ratios (based upon the part-year to February 2016) are detailed below.

Top earner : Lowest Paid Employee      1 : 10.0

Top earner: Median Paid Employee      1 : 6.6

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

#### Local Elections

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

#### Greater London Authority Elections

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

#### European Parliamentary and Parliamentary Elections and National Referenda

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

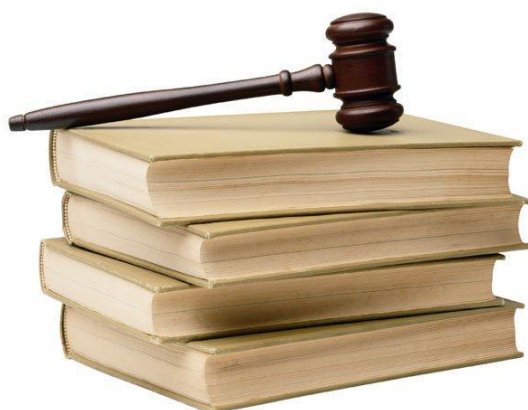




**THE LONDON BOROUGH OF HAVERING – EMPLOYING AUTHORITY DISCRETIONS**

**HYMANS ROBERTSON LLP**

**London Borough of Havering  
Employing Authority Discretions  
Statement of Policy**



**1) Determination of contribution rate and how it will be determined (9(1) and 9(3))**

- The employee contribution band will be reviewed each April.
- Contributions are payable on all pay received such as non-contractual overtime or additional hours. Reductions in pay due to sickness, child related leave etc. are ignored. The salary used to determine the band will be assessed by taking into account basic salary each April plus any additional hours or overtime that were paid for in the previous financial year.

**2) Funding of additional pension contributions (16(2)(e) and 16(4)(d)) (LGPS 2013)**

**Where APCs are to be paid by regular contributions, whether to fund in whole or in part a members additional pension contribution. The maximum additional pension which can be purchased from 1 April 2014 is £6,500. (16(2)(e))**

**Where APCs are to be paid by a lump sum contribution, whether to fund in whole or in part members additional pension contribution. The maximum additional pension which can be purchased from 1 April 2014 is £6,500. (16(4)(d))**

The Council will generally not contribute by either regular contributions or lump sum contribution towards a members additional pension contributions but may determine on a case by case basis if there has been any operational benefit gained by the employer and if so whether the APC should be wholly or partly funded. Strike action will not be funded.

**3) Flexible retirement (30(6)) (LGPS 2013)**

**Whether to allow an active member, who has attained the age of 55 or over, who reduces their working hours or grade, to receive immediate payment of all or part of their retirement pension to which the member is entitled to in respect of that employment, subject to an actuarial reduction.**

The Council has decided to allow flexible retirement in cases where there is normally no or minimal cost to the Council on a case by case basis, ensuring the detailed merits of each individual case is taken into account. Employees can choose to draw all of their pension benefits or defer payment of all or part of their fund which has accrued since 1 April 2008. The following criteria will apply: there must be at least a 25% reduction in pay or hours; the member may not move to another promotion post with the Council and/or increase their hours following flexible retirement; will not be granted a 2<sup>nd</sup> or subsequent flexible retirement.

Flexible retirement will normally result in an actuarial reduction of pension benefits. In exceptional circumstances the Council may consider waiving the actuarial reduction where it is in the Council's interest to do so.

#### **4) Waiving actuarial reduction (30(8)) (LGPS 2013)**

**Whether to waive, in whole or in part, any reduction to a members pension benefits as a result of a member who has not attained normal pension age but who has attained the age of 55 or over and has elected to receive immediate payment of a retirement pension.**

There will normally be a reduction to the pension where employees retire before their normal pension age with insufficient service to qualify for a full pension, except in compassionate grounds. Compassionate is normally defined as:

- The applicant had to leave employment to care for a dependent who is suffering from long term illness/incapacity. For this purpose dependent normally includes a partner, child or parent; and
- That the dependant's need is for constant supervision for both day and night and that this is supported by confirmation from the Benefits Agency that an Attendance Allowance at the higher rate is payable; and
- That the dependant has no recourse to alternative means of support from his/her immediate family nor the financial resources to provide independent care support (for this purpose a certified statement of income and expenditure will be required); and
- That the applicant is suffering or facing severe financial hardship, that the applicant has no other significant source of income and that their personal financial circumstances are unlikely to improve. For this purpose the applicant will be required to submit a certified statement of income and expenditure covering both the applicant and any partner living with them; and
- That the applicant's opportunities for employment are severely limited by the nature of the care duties they are undertaking.

Flexible retirement will normally result in an actuarial reduction of pension benefits. In exceptional circumstances the Council may consider waiving the actuarial reduction where it is in the Council's interest to do so.

**5) Award of additional pension (31) (LGPS 2013)**

**Whether to award additional pension up to a maximum of £6,500 to an active member or a member who was an active member who was dismissed by reason of redundancy, or business efficiency, or whose employment was terminated by mutual consent on grounds of business efficiency within 6 months of the date the member's employment ended.**

The Council will not generally apply this discretion but in extreme cases consider on a case by case basis.

**6) Applying the rule of 85 (Transitional 2014)**

**'Switch on' the 85 year rule protection, allowing a member to receive fully or partly unreduced benefits subject to the Scheme employer paying a strain cost to the Pension Fund (Schedule 2 paragraph 2)**

The Council will not usually exercise discretion to fund additional costs applicable to the 85 Year Rule for 55 to 60 year olds. However in exceptional circumstances, to be considered on individual merits on a case by case basis, where this is of benefit to the Council then the Council may exercise discretion to pay the cost waiving actuarial reductions.

**7) Consenting to the immediate payment of benefits (30(2)) (LGPS 2007) and Waiving an actuarial reduction to pension benefits on compassionate grounds (30(5)) (LGPS 2007)**

**Whether to grant application for early payment of deferred benefits on or after age 55 and before age 60. Although this discretion relates to the old scheme and will be governed by those regulations it will still apply for members who left the scheme on or before 31 March 2014.**

**Whether to waive any actuarial reduction that may apply on the early payment of deferred benefits on compassionate grounds.**

Elections made under this Regulation by members aged less than 60 are ineffective without employer consent of the employing authority or former employing authority. No employees will be permitted to receive early payment of benefits prior to age 60 except in compassionate cases. Applications may be granted on a case by case basis in circumstances where it may be considered to be to the Council's operational or financial advantage.

## Local Government Pension Scheme Regulations 2013

|               |  | Discretion application   |
|---------------|--|--|
| 9(1) and 9(3) | Determination of contribution rate and how it will be determined | <p>For transferring employees on 1 April 2014 - an assessment is taken on additional hours and/or overtime payments made in previous pay periods and applied to the current pay rates to arrive at the annual rate of pay and the contribution rate relevant to that annual rate is applied.</p> <p>For new employees - Where possible a reasonable assessment is made and the contribution rate relevant to that annual rate is applied.</p> <p>A review is undertaken annually.</p> <p>The contribution policy is:</p> <p>The employee contribution band will be reviewed <b>each April</b>.</p> <p>Contributions are payable on all pay received such as non-contractual overtime or additional hours. Reductions in pay due to sickness, child related leave etc. are ignored. The salary used to determine your band will be assessed by taking into account basic salary each April plus any additional hours or overtime that were paid for in the previous financial year.</p> <p>A review of the initial policy will undertaken at the end of the year.</p> |

|                       |   |   |
|-----------------------|---|---|
| 16(2)(e) and 16(4)(d) | Whether and how much and in what circumstances to contribute to a shared cost APC/SCAPC     | Generally this discretion will not be exercised but delegated authority is given to the Pensions Panel to determine on a case by case basis if there has been any operational benefit gained by the employer and if so whether the APC should be wholly or partly funded. As a general rule the Council will not contribute to a shared cost APC/SCAPC where the absence is due to an unauthorised absence such as strike action. |
| 17(1)                 | Establishment of a Shared Cost AVC (SCAVC) facility   | The decision taken by the Investment Committee in 2001 is still relevant, therefore for the time being the Council does not set up a shared cost AVC facility.  |
| 19(2)                 | Right to a refund if member left due to offence of fraudulent character or grave misconduct | In the first instance withhold the return of contributions in all cases but each situation is considered on a case by case basis with delegated powers being given to the Pensions Panel  |
| 20(1)                 | Specify in an employee's contract benefits to be determined as pensionable                  | Where the Council wishes to specify in a contract of employment that other payments or benefits may also be pensionable it is determined by the Pension Panel on a case by case basis with the appropriate business case being presented  |
| 21(5)                 | Determine "regular lump sum" for Assumed Pensionable Pay                                    | Where necessary the Transactional Manager (HR, Pensions and Payroll) is given delegated authority to make a determination on a case by case basis   |
| 22(7)(b)              | Extension of time limit for deferred benefits to not be aggregated (concurrent employments) | Where a decision is required delegated authority is given to the Team Leader (Pensions Administration) to take account on a case by case basis of the relevant circumstances whether or not the 12 month time limit is to be extended and that the decision is communicated in writing to the scheme member within one month of the decision being made.  |

|   |  |   |
|---|--|---|
| 22(8)(b)  | Extension of time limit for deferred benefits to not be aggregated   | Where a decision is required delegated authority is given to the Team Leader (Pensions Administration) to take account on a case by case basis of the relevant circumstances whether or not the 12 month time limit is to be extended and that the decision is communicated in writing to the scheme member within one month of the decision being made.  |
| 30(6), 30(8) and 11(2) of the Transitional Provisions Regulations – | Flexible retirement and waiving any actuarial reduction that would apply   | <p>A business case is prepared for each request, ensuring that this includes the Fund cost and any costs of additional salaries for a new part-time post to fill the reduced capacity, as well as quantifying the benefits of agreeing to the flexible retirement.</p> <p>Any actuarial reduction will not be waived.</p>   |
| 31  | Power of employing authority to grant additional pension to an active member   | The Council does not generally apply this discretion to award additional pension but may in extreme cases consider on a case by case basis where the full cost benefit is presented in a business case and agreed by the Pension Panel.   |
| 37(3)   | Recovery of payments following date of discontinuance of third tier ill health pension entitlement   | Where pension payments have continued to be paid after the date of discontinuance they should be recovered in all cases with the individual being notified of the repayment procedure and timescales.   |
| 37(7)   | Subsequent determination on level of ill health benefit following review of third tier ill health award as to whether tier two ill health benefits should apply. | Where in the opinion of the medical adviser and any other relevant information available in each individual case, if the member at the time of the review of their tier 3 ill health entitlement, satisfies the requirements of a tier 2 ill health pension the Council agrees and determines to put the increased ill health pension into payment. Where the member does not satisfy the requirements of a tier 2 ill health pension all the facts of the case are presented to the Pension Panel for a final determination. |

|          |  |  |
|----------|--|--|
| 38(6)    | Decision whether a deferred and deferred pensioner member meets criteria for early payment due to permanent ill health | Where the Council is required to make a determination as to agreeing to the early payment of a deferred pension on the grounds of permanent ill health once the opinion has been received from the IRMP, all the facts of the case are presented to the Pension Panel for a final determination. |
| 91 to 93 | Forfeiture of pension rights as a result of offences or misconduct   | The Council will seek recovery of any loss it has suffered and any such cases are referred to the Pension Panel to be considered   |
| 95       | Impact of forfeiture decision on surviving spouse or civil partner   | The Council will seek recovery of any loss it has suffered and any such cases are referred to the Pension Panel to be considered.  |
| 98(1)(b) | Agreement to a bulk transfer   | Each opportunity is determined on a case by case basis with delegated authority given to the Transactional Manager (Exchequer and Transactional) in consultation with the Fund actuary.  |
| 100(6)   | Extension of time limit to accept a transfer value   | Where discretion needs to be exercised it is determined on a case by case basis with delegated authority given to the Team Leader (Pensions Administration).   |



## Government Pension Scheme (Transitional Provisions and Savings) Regulations 2014

| Regulation  | Description  | Discretion application  |
|---|--|---|
| 3(6), 4(6)(c), 6(4), 10(2)(a), 17(2) and 17(2)(b) | Agreement to member selecting final pay period for fees              | Where a scheme member's final pay consists of fees then the use of a period of three years ending on 31st March in last ten will be permitted so as to have a fairer fee figure used in the calculation of benefits.  |
| 12(6)   | Use of an ill health certificate produced under the 2008 scheme      | Delegated authority is given to the Team Leader (Pensions Administration) to agree the use of a certificate produced under the 2008 scheme on a case by case basis.   |
|   | Continuing contribution in to a Shared Cost AVC (SCAVC) facility     | The Council did not agree to the setting up of a Shared Cost AVC (SCAVC) facility so therefore this discretion does not apply.  |
| 15(1)(d)  | Allow late application to convert scheme AVCs into membership credit | Where an election is received late then delegated authority is given to the Team Leader (Pensions Administration) to determine on a case by case basis.   |
| Schedule 2 para 2 –                               | Applying the rule of 85  | <ul style="list-style-type: none"> <li>• If the member satisfies the 85 year rule, that part of the member's benefits accrued under the Earlier Scheme(s) which is calculated by reference to any period of membership before the 1 April 2014 is reduced by reference to the period between the date of the request and age 60.</li> <li>• If the member does not satisfy the 85 year rule, that part of the member's benefits accrued under the Earlier Scheme(s) which is calculated by reference to any period of membership before the 1 April 2014 is reduced by reference to the period between the date of the request and the date the member would satisfy the 85 year rule, or age 60 if later.</li> </ul> |

|  |  |   |
|--|--|---|
|  |  | Each case be dealt with on a case by case basis and although generally the 85 year rule will be applied as above, where there may be a circumstance for a different application agreement is sought from the Pension Panel. |
|--|--|---|

Discretions in relation to scheme members (excluding councillor members) who ceased active membership on or after 1 April 2008 and before 1 April 2014

Discretions in relation to the Local Government Pension Scheme (Benefits Membership and Contributions) Regulations 2007

| Regulation       | Description  | Application  |
|------------------|--|--|
| 11(2)            | Final pay period to be used where a member's pay consists of fees                              | Where a scheme member's final pay consists of fees then the use of a period of three years ending on 31st March in last ten will be permitted so as to have a fairer fee figure used in the calculation of benefits.   |
| 12               | Increase total membership for an active member<br>(This will be spent after 30 September 2014) | For the remaining period for which this discretion will apply that the Council will not agree to the award of increased membership.  |
| 30(2) and 30A(3) | Consenting to the immediate payment of benefits between age 55 and 60                          | No applications are permitted to receive early payment of their unreduced benefits prior to age 60 except in compassionate cases. Applications may be granted on a case by case basis in circumstances where it may be considered to be to the Council's operational or financial advantage subject to a business case to the Pension Panel. |

|                      |  |   |
|----------------------|--|---|
| 30(5)                | Waiving an actuarial reduction to pension benefits on compassionate grounds                      | <p>The waiving of an actuarial reduction on compassionate grounds will be considered on a case by case basis with the following criteria taken into consideration–</p> <p>Leave employment to care for dependent</p> <p>Dependents need for constant supervision</p> <p>No recourse to alternative care</p> <p>Suffering severe hardship</p> <p>Opportunity for employment severely limited</p> <p>If all the above criteria are met the Pension Panel will consider such cases, and that any costs that are incurred are paid by the relevant service/department. Any actuarial reduction that may apply will not be waived.</p> |
| 30A(3)               | Consenting to application of payment for a suspended tier 3 ill health pension                   | <p>Generally applications will not be agreed but may be granted on a case by case basis with all circumstances being taken account and to be determined by the Pension Panel.</p> <p>Where the Council is required to make a determination as to agreeing to the early payment of a deferred pension on the grounds of permanent ill health that once the opinion has been received from the IRMP, all the facts of the case will be presented to the Pension Panel for a final determination.</p>  |
| 30A(5)               | To waive actuarial on compassionate grounds  | The Pension Panel will determine each application on a case by case basis and that it will only agree to the waiving of an actuarial reduction in extreme circumstances where the application has been enforced on the member due to unforeseen circumstances or circumstances beyond their control.  |
| Regulation 31(4) and | Determine payment of deferred pension on health grounds. Decision whether a deferred or deferred | Where the Council is required to make a determination as to agreeing to the early payment of a deferred pension on the  |

|        |   |  |
|--------|---|--|
| 31(7)- | pensioner member meets criteria for early payment due to permanent ill health | grounds of permanent ill health once the opinion has been received from the IRMP all the facts of the case are presented to the Pension Panel for a final determination. |
|--------|---|--|

## Discretions in relation to the Local Government Pension Scheme (Administration) Regulations 2008

|                  |  | Discretion application   |
|------------------|--|--|
| Regulation 47(2) | Payment of a refund of contributions in misconduct cases           | In the first instance the return of contributions will be withheld in all cases but each situation is considered on a case by case basis with delegated powers being given to the Pension Panel. |
|                  | Forfeiture of pension rights as a result of offences or misconduct | The Council seeks recovery of any loss it has suffered and any such cases are referred to the Pension Panel.   |

## Discretions in relation to the Local Government Pension Scheme Regulations 1997 (The 1997 Pension Regulations) (some may continue to apply in relation to historical cases or councillors)

There are a number of regulations within the former 1997 Pension Regulations that apply to councillors who elect to join the LGPS. Where discretions are applicable in relation to active councillor members they should be applied as they are mirrored within the LGPS Regulations applicable from 1 April 2014.

|          |   | Discretion application   |
|----------|---|--|
| 22(1)(b) | Allow post 31 March 1998 / pre 1 April 2008 member to select final pay period for fees to be a period of not less than 3 or more than 5 years back from date of leaving   | Delegated powers have been given to the Pension Panel  |
|          | Issue a certificate of protection of pension benefits where eligible non-councillor member fails to apply for one (pay reduction / restrictions occurring pre 1 April 2008)   | Delegated powers have been given to the Pension Panel  |
| 31(2)*   | Grant application from a post 31 March 1998 / pre 1 April 2008 leaver for early payment of benefits on or after age 55 and before age 65  | No employees are permitted to receive early payment of benefits prior to age 60 except in compassionate cases, where the payment of such benefits would arise on a voluntary basis.<br><br>Applications may be granted on a case by case |
| 31(5)*   | Waive on compassionate grounds the actuarial reduction applied to benefits paid early for a post 31 March 1998 / pre 1 April 2008 leaver or councillor  | Will be considered on a case by case basis.  |
| 34(1)(b) | Decide in the absence from a post 31 March 1998 / pre 1 April 2008 leaver of an election from the member within 3 months of being able to elect, which benefit is to be paid where the member would be entitled to a pension or retirement grant under 2 or more regulations in respect of the same period of Scheme membership | Delegated powers have been given to the Pension Panel  |
| 71(7)(a) | Consent to a member's former employer assigning to the new employer rights under any SCAVC life assurance policy (pre 1 April 2008 non-councillor leavers)  | No SCAVC payments are permitted.   |

|              |  |   |
|--------------|--|---|
| 88(2)        | No right to return of contributions due to offence of a fraudulent character unless employer directs a total or partial refund is to be made (councillors and pre 1 April 2008 leavers)              | Delegated powers have been given to the Pension Panel   |
| 92           | Contribution Equivalent Premium (CEP) in excess of the Certified Amount (CA) recovered from a refund of contributions can be recovered from the Pension Fund (councillor or pre 1 April 2008 leaver) | Contribution Equivalent Premium (CEP) in excess of the Certified Amount (CA) recovered from a refund of contributions will be recovered from the Pension Fund |
| 111(2) & (5) | Forfeiture of pension rights on issue of Secretary of State's certificate (councillors and pre 1 April 2008 leavers)   | Delegated powers have been given to the Pension Panel   |
| 112(1)       | Where forfeiture certificate is issued, direct interim payments out of Pension Fund until decision is taken to either apply the certificate or to pay benefits (pre 1 April 2008 leavers)            | Delegated powers have been given to the Pension Panel   |
| 113(2)       | Recovery from Fund of monetary obligation owed by former employee or, if less, the value of the member's benefits (other than transferred in pension rights ) (pre 1 April 2008 leavers)             | Delegated powers have been given to the Pension Panel   |
| 115(2) & (3) | Recovery from Fund of financial loss caused by employee, or amount of refund if less (pre 1 April 2008 leavers)  | Delegated powers have been given to the Pension Panel   |

## Discretions in relation to the Local Government Pension Scheme Regulations 1995 (the “1995 Pension Regulations”)

There are some regulations within the former 1995 Pension Regulations that still apply scheme members who ceased active membership before 1 April 1998. Where discretions are also applicable in relation to active members in the LGPS2014 Regulations they should be applied as they are mirrored within the LGPS Regulations applicable from 1 April 2014.

| Regulation | Description  | Discretion application                                |
|------------|--|---|
| D11(2)(c)  | Grant application from a pre 1 April 1998 leaver for early payment of deferred benefits on or after age 50 on compassionate grounds  | Delegated powers have been given to the Pension Panel |
| D10        | Decide in the absence from a pre 1 April 1998 leaver of an election from the member within 3 months of being able to elect, which benefit is to be paid where the member would be entitled to a pension or retirement grant under 2 or more regulations in respect of the same period of Scheme membership | Delegated powers have been given to the Pension Panel |

### SCHEME EMPLOYER CONFIRMATION

The Pension Committee (24 June 2014) delegated to the Group Director of Resources, the Director of Human Resources and Organisational Development, and the Council’s Monitoring Officer, acting jointly, the setting of the discretion decisions and Policy Statement.

It is understood that the discretions contained within this statement of policy are applicable to all eligible members of the Scheme. The Scheme rules allow for a revised statement to be issued at least one month in advance of the date that any new policy takes effect. The revised statement must be sent to the administering authority and the employer must publish its statement as revised in a place that is accessible to all of its eligible scheme members.

The policies made above:

- Have regard to the extent to which the exercise of the discretions could lead to a serious loss of confidence in the public service;
- Will not be used for any ulterior motive;
- Will be exercised reasonably;
- Will only be used when there is a real and substantial future benefit to the employer for incurring the extra costs that may arise;
- Will be duly recorded when applied.

Agreed on behalf of the Scheme Employer by the Group Director of Resources, the Director of Human Resources and Organisational Development, and the Council's Monitoring Officer, acting jointly.

Scheme Employer's Name: The London Borough of Havering

Date: 29 July





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

### **Regulations 2006**

### **Statement of Policy**

**(as amended)**

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

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

#### **Increase of Statutory Redundancy Payments**

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

#### **Compensation for Redundancy: General**

Employees whose employment is terminated by reason of redundancy will be paid according to the statutory redundancy table based on actual pay. Those who receive immediate pension benefits will have their redundancy payment capped at a maximum of £42,265.69 (current figure, this increases in line with JNC pay awards).

#### **Added Pension Years Award for those aged 55 and over**

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

## Grades, Incremental Points and Annual Full Time Equivalent Salaries for the Council's Other Employees

### 1. NJC for Local Government Employees

#### Administrative, Professional, Technical, Clerical Staff & Principal Officers & Social Workers

| Spinal Point | Pay     | Spinal Point | Pay     | Spinal Point | Pay     |
|--------------|---------|--------------|---------|--------------|---------|
| <b>5*</b>    |         | <b>27</b>    | £25,506 | <b>49</b>    | £44,766 |
| <b>6</b>     | £16,287 | <b>28</b>    | £26,277 | <b>50</b>    | £45,690 |
| <b>7</b>     | £16,320 | <b>29</b>    | £27,252 | <b>51</b>    | £46,608 |
| <b>8</b>     | £16,422 | <b>30</b>    | £28,104 | <b>52</b>    | £47,535 |
| <b>9</b>     | £16,575 | <b>31</b>    | £28,935 | <b>53</b>    | £48,477 |
| <b>10</b>    | £16,833 | <b>32</b>    | £29,727 | <b>54</b>    | £49,452 |
| <b>11</b>    | £17,013 | <b>33</b>    | £30,555 | <b>55</b>    | £50,451 |
| <b>12</b>    | £17,334 | <b>34</b>    | £31,368 | <b>56</b>    | £51,441 |
| <b>13</b>    | £17,748 | <b>35</b>    | £31,986 | <b>57</b>    | £52,425 |
| <b>14</b>    | £18,045 | <b>36</b>    | £32,784 | <b>58</b>    | £53,406 |
| <b>15</b>    | £18,381 | <b>37</b>    | £33,660 | <b>59</b>    | £54,402 |
| <b>16</b>    | £18,783 | <b>38</b>    | £34,590 | <b>60</b>    | £55,383 |
| <b>17</b>    | £19,182 | <b>39</b>    | £35,655 | <b>61</b>    | £56,367 |
| <b>18</b>    | £19,524 | <b>40</b>    | £36,558 | <b>62</b>    | £57,363 |
| <b>19</b>    | £20,193 | <b>41</b>    | £37,476 | <b>63</b>    | £58,350 |
| <b>20</b>    | £20,856 | <b>42</b>    | £38,376 | <b>64</b>    | £59,331 |
| <b>21</b>    | £21,552 | <b>43</b>    | £39,297 | <b>65</b>    | £60,324 |
| <b>22</b>    | £22,062 | <b>44</b>    | £40,218 | <b>66</b>    | £61,590 |
| <b>23</b>    | £22,659 | <b>45</b>    | £41,073 | <b>67</b>    | £62,877 |
| <b>24</b>    | £23,334 | <b>46</b>    | £42,030 | <b>68</b>    | £64,191 |
| <b>25</b>    | £24,027 | <b>47</b>    | £42,951 | <b>69</b>    | £65,544 |
| <b>26</b>    | £24,744 | <b>48</b>    | £43,869 | <b>70</b>    | £66,915 |

\*Spinal point 5 deleted with effect from 10<sup>th</sup> October 2015.

**APTC/ Senior Officer Grades**

|                |                |
|----------------|----------------|
| APTC1 SP 5-11  | APTC5 SP 22-25 |
| APTC2 SP 11-13 | APTC6 SP 26-28 |
| APTC3 SP 14-17 | SO1 SP 29-31   |
| APTC4 SP18-21  | SO2 SP 32-34   |

**Principal Officer Grades**

|              |         |          |          |          |
|--------------|---------|----------|----------|----------|
| PO1 SP 33-36 | LPO7(a) | SP 49-52 | LPO8 (e) | SP 59-62 |
| PO2 SP 35-38 | LPO7(b) | SP 50-53 | LPO8 (f) | SP 60-63 |
| PO3 SP 38-41 | LPO7(c) | SP 51-54 | LPO8 (g) | SP 61-64 |
| PO4 SP 41-44 | LPO8(a) | SP 55-58 | LPO8 (h) | SP 62-65 |
| PO5 SP 44-47 | LPO8(b) | SP 56-59 | LPO8 (i) | SP 66-70 |
| PO6 SP 46-49 | LPO8(c) | SP 57-60 |          |          |
| PO6 SP 46-49 | LPO8(d) | SP 58-61 |          |          |

**Day Centre Officer (for people with learning disabilities) Grades**

Level 1 SP 16-24

Level 2 SP 20-26

## 2. Soulbury Committee (Valid until 31.08.2016)

### Educational Improvement Professionals

| Spine Point | £        | Spine Point | £         | Spine Point | £          |
|-------------|----------|-------------|-----------|-------------|------------|
| 1           | 33,396   | 18          | 53,507    | 35          | 71,458     |
| 2           | 34,592   | 19          | 54,676    | 36          | 72,603     |
| 3           | 35,721   | 20          | 55,280*** | 37          | 73,728     |
| 4           | 36,865   | 21          | 56,441    | 38          | 74,866     |
| 5           | 38,003   | 22          | 57,452    | 39          | 75,988     |
| 6           | 39,142   | 23          | 58,566    | 40          | 77,109     |
| 7           | 40,338   | 24          | 59,564    | 41          | 78,237     |
| 8           | 41,487*  | 25          | 60,633    | 42          | 79,362     |
| 9           | 42,828   | 26          | 61,674    | 43          | 80,488     |
| 10          | 44,023   | 27          | 62,740    | 44          | 81,619     |
| 11          | 45,203   | 28          | 63,819    | 45          | 82,747     |
| 12          | 46,346   | 29          | 64,902    | 46          | 83,876     |
| 13          | 47,640** | 30          | 65,983    | 47          | 85,010     |
| 14          | 48,792   | 31          | 67,054    | 48          | 86,134**** |
| 15          | 50,066   | 32          | 68,143    | 49          | 87,262**** |
| 16          | 51,219   | 33          | 69,232    | 50          | 88,391**** |
| 17          | 52,373   | 34          | 70,347    |             |            |

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

\*normal minimum point for EIP undertaking the full range of duties at this level.

\*\*normal minimum point for senior EIP undertaking the full range of duties at this level.

\*\*\*normal minimum point for leading EIP undertaking the full range of duties at this level.

\*\*\*\*extension to range to accommodate structured professional assessments.

### **Educational Psychologists – Scale A**

| Spine Point | £      | Spine Point | £       |
|-------------|--------|-------------|---------|
| 1           | 35,027 | 7           | 45,588  |
| 2           | 36,805 | 8           | 47,261  |
| 3           | 38,583 | 9           | 48,829* |
| 4           | 40,360 | 10          | 50,398* |
| 5           | 42,137 | 11          | 51,861* |
| 6           | 43,914 |             |         |

#### Notes

Salary scales to consist of six consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.

\*Extension to scale to accommodate structured professional assessment points.

### **Senior & Principal Educational Psychologists**

| Spine Point | £       | Spine Point | £        |
|-------------|---------|-------------|----------|
| 1           | 43,914  | 10          | 55,828   |
| 2           | 45,588  | 11          | 56,937   |
| 3           | 47,261* | 12          | 58,068   |
| 4           | 48,829  | 13          | 59,219   |
| 5           | 50,398  | 14          | 60,330** |
| 6           | 51,861  | 15          | 61,495** |
| 7           | 52,462  | 16          | 62,649** |
| 8           | 53,584  | 17          | 63,810** |
| 9           | 54,696  | 18          | 64,970** |

#### Notes

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.

\*Normal minimum point for the principal educational psychologist undertaking the full range of duties at this level.

\*\*Extension to range to accommodate discretionary scale points and structured professional assessments.

### **Trainee Educational Psychologists**

| Spine Point | £      |
|-------------|--------|
| 1           | 22,503 |
| 2           | 24,151 |
| 3           | 25,796 |
| 4           | 27,444 |
| 5           | 29,090 |
| 6           | 30,737 |

### **Assistant Educational Psychologists**

| Spine<br>Point | £      |
|----------------|--------|
| 1              | 27,662 |
| 2              | 28,792 |
| 3              | 29,922 |
| 4              | 31,045 |

### **Young People's Community Service Managers**

| Spine<br>Point | £        | Spine<br>Point | £         |
|----------------|----------|----------------|-----------|
| 1              | 34,637   | 13             | 48,135    |
| 2              | 35,770   | 14             | 49,269    |
| 3              | 36,903   | 15             | 50,404    |
| 4              | 38,059*  | 16             | 51,542    |
| 5              | 39,234   | 17             | 52,686    |
| 6              | 40,380   | 18             | 53,822    |
| 7              | 41,553** | 19             | 54,952    |
| 8              | 42,885   | 20             | 56,107*** |
| 9              | 43,620   | 21             | 57,284*** |
| 10             | 44,754   | 22             | 58,487*** |
| 11             | 45,883   | 23             | 59,715*** |
| 12             | 47,013   | 24             | 60,969*** |

#### Notes:

The minimum Youth and Community Service Officers' scale is 4 points.

Other salary scales to consist of not more than four consecutive points based on duties and responsibilities attaching to posts and the need to recruit retain and motivate staff.

\*normal minimum point for senior youth and community service officers undertaking the full range of duties at this level (see paragraph 5.6 of the Soulbury Report).

\*\*normal minimum point for principal youth and community service officer undertaking the full range of duties at this level (see paragraph 5.8 of the Soulbury Report).

\*\*\*extension to range to accommodate discretionary scale points and structured professional assessments.

## **London Area Payments**

With effect from 1 March 2015 staff in the London area shall receive the following:

- (a) at the rate of £2,997 per annum to officers serving in the Inner area.
- (b) at the £1,976 per annum to officers serving in the Outer area.
- (c) at the rate of £763 per annum to officers serving in the Fringe area.
- (d) officers normally serving in the London area but temporarily employed elsewhere shall continue to receive London area payments at the rate appropriate to their normal area of employment.
- (e) in the case of an officer required to serve in different parts of the London areas, or partly outside that area, the officer shall be deemed to be serving in the area in which he is required to spend more than one half of his time.
- (f) for the purpose of this paragraph –

**The “Inner Area”** means the area of the London Boroughs of: Camden, City of London, Greenwich, Hackney, Hammersmith & Fulham, Islington, Kensington & Chelsea, Lambeth, Lewisham, Southwark, Tower Hamlets, Wandsworth, Westminster (the former Inner London Education Authority), and the London Boroughs of Barking and Dagenham, Brent, Ealing, Haringey, Merton and Newham.

**The “Outer Area”** means Greater London, excluding the Inner area.

**The “Fringe Area”** means:

Berkshire: the districts of Bracknell, Slough, Windsor and Maidenhead.

Buckinghamshire: the districts of Beaconsfield and Chiltern.

Essex: the districts of Basildon, Brentwood, Epping Forest, Harlow and Thurrock.

Hertfordshire: the districts of Broxbourne, Dacorum, East Hertfordshire, Hertsmere, St. Albans, Three Rivers, Watford and Welwyn Hatfield.

Kent: the districts of Dartford and Sevenoaks. Surrey: the whole County.

West Sussex: the district of Crawley.

**The “London Area”** comprises the Inner area, the Outer area and the Fringe area.

### **3. JNC for Youth & Community Workers**

#### **Support Worker Level**

| <u>Spine Point</u> | <u>£</u> | <u>Spine Point</u> | <u>£</u> |
|--------------------|----------|--------------------|----------|
| 1                  | 14,597   | 10                 | 20,269   |
| 2                  | 15,207   | 11                 | 21,254   |
| 3                  | 15,817   | 12                 | 22,219   |
| 4                  | 16,431   | 13                 | 23,213   |
| 5                  | 17,041   | 14                 | 24,243   |
| 6                  | 17,651   | 15                 | 24,945   |
| 7                  | 18,267   | 16                 | 25,678   |
| 8                  | 18,880   | 17                 | 26,398   |
| 9                  | 19,659   |                    |          |

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

#### **Professional Level**

| <u>Spine Point</u> | <u>£</u> | <u>Spine Point</u> | <u>£</u> |
|--------------------|----------|--------------------|----------|
| 13                 | 23,213   | 24                 | 32,092   |
| 14                 | 24,243   | 25                 | 32,999   |
| 15                 | 24,945   | 26                 | 33,904   |
| 16                 | 25,678   | 27                 | 34,811   |
| 17                 | 26,398   | 28                 | 35,728   |
| 18                 | 27,125   | 29                 | 36,639   |
| 19                 | 27,845   | 30                 | 37,549   |
| 20                 | 28,566   | 31                 | 38,163*  |
| 21                 | 29,378   | 32                 | 39,173*  |
| 22                 | 30,298   |                    |          |
| 23                 | 31,193   |                    |          |

\* Discretionary Points

#### **LONDON AREA ALLOWANCE**

Outer £1,959

#### **SLEEPING IN DUTY ALLOWANCE**

Sleeping in Allowance £34.00

Disturbance Element £19.00



#### **4. School Teachers Pay & Conditions**

##### **Unqualified Teachers £**

|   |        |
|---|--------|
| 1 | 19,359 |
| 2 | 21,256 |
| 3 | 23,152 |
| 4 | 25,050 |
| 5 | 26,944 |
| 6 | 28,841 |

##### **Main Pay Scale £**

|     |        |
|-----|--------|
| M1  | 25,880 |
| M2  | 27,484 |
| M3  | 29,185 |
| M4  | 30,992 |
| M5  | 33,620 |
| M6a | 36,182 |
| M6b | 36,540 |

##### **Upper Pay Scale £**

|    |        |
|----|--------|
| U1 | 38,739 |
| U2 | 40,173 |
| U3 | 41,660 |

##### **Lead Practitioner £**

|         |        |
|---------|--------|
| Minimum | 41,660 |
| Maximum | 61,743 |

##### **Teaching and Learning Responsibility £**

|         |       |
|---------|-------|
| Minimum | 517   |
| Maximum | 2,577 |

##### **Additional Payments for Class Teachers £**

|           |        |
|-----------|--------|
| TLR 2 min | 2,613  |
| TLR 2 max | 6,386  |
| TLR 1 min | 7,546  |
| TLR 1 max | 12,770 |
| SEN min   | 2,064  |
| SEN max   | 4,075  |

Leadership Scale £

|     |        |
|-----|--------|
| L1  | 41,660 |
| L2  | 42,628 |
| L3  | 43,612 |
| L4  | 44,627 |
| L5  | 45,663 |
| L6  | 46,727 |
| L7  | 47,906 |
| L8  | 48,939 |
| L9  | 50,083 |
| L10 | 51,293 |
| L11 | 52,540 |
| L12 | 53,686 |
| L13 | 54,953 |
| L14 | 56,238 |
| L15 | 57,562 |

Leadership Scale £

|      |        |
|------|--------|
| L16  | 59,014 |
| L17  | 60,301 |
| L18a | 61,131 |
| L18b | 61,743 |
| L19  | 63,198 |
| L20  | 64,687 |
| L21a | 65,557 |
| L21b | 66,213 |
| L22  | 67,776 |
| L23  | 69,379 |
| L24a | 70,321 |
| L24b | 71,025 |
| L25  | 72,714 |
| L26  | 74,437 |
| L27a | 75,450 |

Leadership Scale £

|      |         |
|------|---------|
| L27b | 76,205  |
| L28  | 78,021  |
| L29  | 79,875  |
| L30  | 81,787  |
| L31a | 82,908  |
| L31b | 83,738  |
| L32  | 85,737  |
| L33  | 87,797  |
| L35a | 91,134  |
| L35b | 92,046  |
| L36  | 94,246  |
| L37  | 96,518  |
| L38  | 98,829  |
| L39a | 100,159 |
| L39b | 101,161 |
| L40  | 103,613 |
| L41  | 106,125 |
| L42  | 108,701 |
| L43  | 110,243 |

## **5. NHS (re Public Health)**

| <u>Point</u> | <u>£</u> | <u>Point</u> | <u>£</u> | <u>Point</u> | <u>£</u> | <u>Point</u> | <u>£</u> |
|--------------|----------|--------------|----------|--------------|----------|--------------|----------|
|              |          | 15           | 21477    | 29           | 34876    | 43           | 59016    |
| 2            | 15100    | 16           | 21692    | 30           | 35891    | 44           | 61779    |
| 3            | 15363    | 17           | 22236    | 31           | 37032    | 45           | 65922    |
| 4            | 15786    | 18           | 23132    | 32           | 38300    | 46           | 67805    |
| 5            | 16210    | 19           | 24063    | 33           | 39632    | 47           | 70631    |
| 6            | 16633    | 20           | 25047    | 34           | 40964    | 48           | 74084    |
| 7            | 17179    | 21           | 26041    | 35           | 42612    | 49           | 77850    |
| 8            | 17800    | 22           | 27090    | 36           | 44261    | 50           | 81618    |
| 9            | 17972    | 23           | 28180    | 37           | 46164    | 51           | 85535    |
| 10           | 18468    | 24           | 29043    | 38           | 47559    | 52           | 89640    |
| 11           | 19027    | 25           | 30057    | 39           | 49968    | 53           | 93944    |
| 12           | 19461    | 26           | 31072    | 40           | 52757    | 54           | 98453    |
| 13           | 20147    | 27           | 32086    | 41           | 55548    |              |          |
| 14           | 20844    | 28           | 33227    | 42           | 57069    |              |          |

Band 1 : Points 2-3

Band 2 : Points 2-8

Band 3 : Points 6-12

Band 4 : Points 11-17

Band 5 : Points 16-23

Band 6 : Points 21-29

Band 7 : Points 26-34

Band 8A : Points 33-38

Band 8B : Points 37-42

Band 8C : Points 41-46

Band 8D : Points 45-50

Band 9 : Points 49-54

**Additional Payments/Allowances for Other Employees**

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

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

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

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**FULL COUNCIL, Wednesday 30 March 2016**

## **MEMBERS' QUESTIONS**

### **1) To the Leader of the Council, Councillor Roger Ramsey**

#### **From Councillor David Durant**

The Nov 25<sup>th</sup> 2015 Council meeting debated what to do about two anti-social two-metre-high front walls outside one neighbour's front door and another neighbour's front window that reduce light, obstruct street view, highway sightlines and are an eyesore. The meeting referred the matter to the Towns & Communities O&S sub-committee to consider and recommend to Cabinet any action the Council can take to address the problem.

Alas 4 months later and despite two T&C meetings being held no recommendations have been forthcoming. In view of this protracted delay, will the Cabinet Member for Regulatory Services and Public Safety agree to consult and provide the political leadership needed to resolve this matter, using applied common sense, by taking enforcement action to lower both front walls in the public interest and to avoid the need for an Article 4 Direction.

#### **Response:**

We've sought legal advice on what action can be taken with regards to the walls, and based on that, we're currently gathering further information about the extent of any danger posed to highway users. If it's found that the walls do present a danger to residents, planning enforcement action will be taken.

In response to a supplementary question, the Leader of the Council emphasised that the Administration did not control the Overview and Scrutiny Sub-Committee and it was for the Sub-Committee to make any appropriate recommendations. The Council was required however to deal with the situation legally and to suggest otherwise to a resident could be misleading.

### **2) To the Cabinet Member for Culture & Community Engagement, Councillor Melvin Wallace**

#### **From Councillor Graham Williamson**

Please provide an update regarding the tendering for leisure contracts at Central Park, Romford, Hornchurch and Chafford, Rainham Leisure Centres

**Response:**

Following the Invitation to Tender stage, two operators have been shortlisted to the Best and Final Offer stage. Officers will be meeting with each of the operators to discuss items raised in their tender submission so far, and to clarify the Council's position on a small number of items.

At this stage of the tender process, having gone through many of the 'quality' components of tenderers bids, the Best and Final Offer stage will predominantly focus on 'price'. Following the final evaluation, a report will be submitted to Cabinet for award of the tender in July 2016, with the successful operator starting the new contract from 1 October 2016.

In response to a supplementary question, the Cabinet Member confirmed the answer also applied to Chafford Sports Centre. This sports centre would cost the Council in the region of £250,000 per year but it was likely that the Council would bear this cost for the benefit of the Rainham area.

**3) To the Cabinet Member for Culture & Community Engagement, Councillor Melvin Wallace**

**From Councillor Jeffrey Tucker**

Following enquiries by a local resident, please provide an update regarding Council support for the Romford Football Club and in securing them a home ground.

**Response:**

We support Romford Football Club's desire to secure a home ground in Havering and officers have been working with the club to find a suitable location over many years.

Westlands Playing Field was identified and the club has secured planning permission on a small part – about 11 per cent – of the playing fields.

Officers have been working for over a year on an application to the Secretary of State to secure consent for the disposal of education playing fields, which has taken longer than expected. This is because the application requirements changed mid-way through the process, requiring a draft lease with the application, rather than outline Heads of Terms for a Lease.

The lease is critical to securing investment to fund building of the home ground in the way in which the club wishes to do so.

In response to a supplementary question, the Cabinet Member said that he hoped that consent for part of the site to be developed as the club's new home ground would go through in the fullness of time.



**4) To the Cabinet Member for the Environment, Councillor Robert Benham**

**From Councillor John Wood**

Given the council's aim of keeping our borough clean, would the Cabinet Member for StreetCare confirm what plans he will put in place to ensure that all shops and business premises take the necessary action to deter pigeons from constantly messing public footways. This is following problems of this nature in Hornchurch Town Centre, but applies to all areas in the borough.

**Response:**

I agree that the problem of pigeon waste needs to be tackled as it defaces some of the highest footfall areas in the borough, and is costly to clean too. One of the challenges is that many of these properties have multiple occupancy, which makes it difficult to enforce against people for allowing litter to build up in places that attract the likes of pigeons.

Our approach is one that looks to engage with tenants or owners of the buildings to encourage them to take measures, such as putting up anti-roosting materials, like nets or spikes, to deter pigeons roosting and nesting. If there is a lack of engagement from the tenant or owner, the Council can, using new powers, issue a Community Protection Notice to ensure that the businesses or tenants take responsibility for their local environment. Officers are in the process of identifying a number of properties where such action may be necessary, and I would encourage all members to pass on information regarding locations that might require such action.

In response to a supplementary question, the Cabinet Member felt that StreetCare staff, ward Councillors and the public could all monitor that pigeon waste was cleared. Stringent enforcement action on this issue would take place over the coming months.

**5) To the Cabinet Member for the Environment, Councillor Robert Benham**

**From Councillor Julie Wilkes**

Would the Cabinet Member confirm whether all restaurants, food outlets and garages have been asked for their waste transfer agreements to confirm how they dispose of all their waste, and in particular, cooking and vehicle oil.

**Response:**

All businesses are written to on a two year cycle, and failure to supply the Council with the correct Waste Transfer Notice results in issuance of a £300 Fixed Penalty Notice. The letter at present does not specifically state cooking or vehicle oils, but local officer knowledge is used to tailor requests, and they can demand to see evidence of how oils are disposed of depending on the business, for example, food premises will generate cooking oil waste, while garages generate motor oil waste. Officers have been

improving the communications to commercial businesses, and rather than a generic request, businesses will now be sent a list of all types of waste that they will need to evidence disposal of in the form of Waste Transfer Notes that detail the arrangements in place to dispose of the waste.

In response to a supplementary question, the Cabinet Member confirmed that unannounced inspections of businesses' waste transfer arrangements did take place and that more enforcement action was being planned.

**6) To the Cabinet Member for Financial Management, Councillor Clarence Barrett**

**From Councillor Reg Whitney**

Would the Leader of the Council confirm what specific benefits Havering has received during each of the last three financial years from the London Borough Grants Scheme.

**Response:**

During the last three financial years, Havering has benefitted in many ways from the London Borough Grants Scheme:

- **202 adults** have received early intervention and prevention work around homelessness, improving social interaction, reducing levels of isolation, and providing greater learning and employment opportunities.
- **143 young people** have received early intervention and prevention work around homelessness, including work around mental health, employment and training opportunities, and securing suitable accommodation.
- **1,917 service users** have benefitted from sexual and domestic violence work, this includes emergency refuge provision, work to decrease repeat victimisation, and better access to specialist services.
- **1,023 children and young people** have benefitted from work to prevent sexual and domestic violence, this includes raising awareness of the issues, understanding respectful relationships and where to get support.
- **98 professionals and 48 frontline services** have received grants to tackle sexual and domestic violence.
- **11 voluntary and community organisations** have benefitted as a result of the London Councils grants.
- **7 frontline organisations** that support individuals with protected characteristics are better equipped to deliver well-informed services.

Much of London Councils Grant funding can be found in Pan-London services that benefit Havering's residents. Including (but not limited to):

- Women's Aid
- Children England
- Homeless Link
- Thames Reach.

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In response to a supplementary question, the Cabinet Member confirmed that the answer to the question related to how Havering specifically had benefitted from the London Borough Grants Scheme.

**7) To the Leader of the Council, Councillor Roger Ramsey**

**From Councillor Jody Ganly**

Would the Cabinet member confirm what steps are taken to ensure that planning conditions that are attached to any planning approval are robustly enforced.

**Response:**

We have processes in place to investigate alleged breaches of planning conditions.

There are three possible approaches depending on the nature of the breach:

- 1) the person(s) responsible would be asked to comply;
- 2) they would be advised to make a planning application to seek to vary or remove the condition; or
- 3) it would be judged that the breach is trivial and no further action would be required.

If the breach causes demonstrable harm which is not remedied, formal action would be taken and they would be served with a Breach of Condition Notice.

In response to a supplementary question, the Leader of the Council stated that he did not have figures for the number of planning enforcement officers but would investigate if Members felt that the Council's enforcement of planning conditions was not working.

**8) To the Cabinet Member for Housing, Councillor Damian White**

**From Councillor June Alexander**

Would the Cabinet member confirm what regime is in place to ensure that all council housing properties are inspected, inside and out, and in particular, the front and back gardens, on a regular basis?

**Response:**

We are piloting property MOTs with our repair contractors, part of which will be a comment on the external condition of properties including front and back gardens. We anticipate this being fully operational within the next six months. We are also piloting a twelve-month tenancy fraud project, which we will integrate into our daily operations longer term through a tenancy audit programme lasting three to five years, in which we

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will undertake such inspections. Having said that, all visiting officers should be addressing such issues on a day-to-day basis as and when they encounter them on their visits.

In response to a supplementary question, the Cabinet Member confirmed that houses were also inspected. There had been 5,427 unannounced inspections of properties which had resulted in £1.3 million of savings to the Council. This included inspection for potential damage to properties.

**9) To the Cabinet Member for Culture & Community Engagement, Councillor Melvin Wallace**

**From Councillor Barbara Matthews**

Would the Cabinet member confirm what arrangements are in place to ensure that all charities, voluntary groups, including groups involved in regeneration projects have their constitution checked, minutes reviewed and outcomes monitored.

**Response:**

The Charity Commission is responsible for conducting checks on receipt of an organisation's initial application to become a registered charity. Further to this, the Charity Commission expects trustees to carry out due diligence checks on donors, beneficiaries and local partners, and also monitor the end use of funds. It also provides extensive toolkits to ensure self-sufficiency of charities.

With regards to voluntary groups, when a new group is set up, its constitution is checked by the Council's Community Development Team. However, there's no requirement for new voluntary groups operating in the borough to make themselves known to the Council. We have no further role in reviewing constitutions or minutes, unless requested or the organisation receives funding from the Council.

Regular monitoring meetings are arranged with service providers funded by the Council, where service delivery and outcomes for users are discussed in line with funding agreements.

The Economic Development department monitors the outputs of voluntary groups that carry out regeneration work on the Council's behalf. It also monitors Thames Chase Community Forest, who were awarded a grant. Officers attend meetings and review minutes of meetings. Constitutions are not checked as part of this monitoring.

In response to a supplementary question, the Cabinet Member agreed to discuss any specific issues with Councillor Matthews outside the meeting.

**10) To the Leader of the Council, Councillor Roger Ramsey**

**From Councillor Ray Morgon**

Given the increasing importance to the council of the business community, would the Cabinet Member agree with me that a review of all business activities including collection of business rates, waste enforcement activities, regeneration, business support, should be undertaken to determine the feasibility of placing all business activities under one department.

**Response:**

The Councillor is right to point out the increasing importance of the business community for local councils, and most of the activities identified already fall under the Communities and Resources directorate.

The Government's proposed changes to business rate retention means that by the end of the parliament, it's widely anticipated that Local Authorities will retain a larger share of business rates; however, details are few and far between at this stage.

Prior to initial changes to business rate retention in April 2013 (when London Authorities retained 30 per cent of the business rate for the first time), we established a Business Growth Board to co-ordinate a corporate approach to business growth. The board is chaired by the Leader, with the Cabinet Members for Regulatory Services, and Environment, and Heads of Service are accountable to the Board for business-related issues.

Our Business Growth Strategy (approved in 2013) focusses on our changing relationship with businesses, encouraging inward investment and supporting businesses to grow. We have introduced relationship management where officers meet with key businesses throughout the year. And we continue to monitor our business 'offer' and benchmark our approach with other councils as we prepare for any changes.

In response to a supplementary question, the Leader of the Council confirmed that discussions had taken place with other London Councils about equalisation of the business rate funding formula. Efforts were being made to attract more businesses to Havering but the key issue was ensuring the formula was correct.

**11) To the Cabinet Member for the Environment, Councillor Robert Benham**

**From Councillor Patricia Rumble**

Since Havering adopted the enforcement powers for moving traffic violations, how many tickets have been issued in and around the ring road including Western Road. Please give a breakdown of the types of offence.

**Response:**

Locations within the ring road are not currently enforced for Moving Traffic Contraventions. I have information for locations near the ring road, including Western Road, from 20 September 2015, when we started to enforce the contraventions:

Western Road – 3359 PCNs

Main Road - 104 PCNs (including illegal right turns from Main Road into the town hall or court buildings)

Parkside Avenue - 86 PCNs

London Road - 15 PCNs

**12) To the Cabinet Member for the Environment, Councillor Robert Benham**

**From Councillor Philip Martin**

Some time ago, I drew the Council's attention to the recent BBC Television programme highlighting the complaints about the build quality of homes built by Persimmon, the company to be involved in the Dover's Court Development. They have recently replied to the Council's Borough Plan consultation and I quote, "Local Plans will set out standards and expectations the Council has on Developers. The Council must ensure that these standards do not render sites unviable as higher standards often entail higher costs to them. This can be achieved through on-going discussions with Developers, landowners, agents." In the light of this how will the Council ensure the build quality of the homes in this development?

**Response:**

There are two elements; one concerns the design of the scheme and the other, the build quality.

Planning policy deals with the design quality and minimum space standards. The Dovers Corner site is subject to a current planning application, and officers are working with Persimmon on its proposals to seek good quality in terms of design.

The Dovers Corner application will be assessed against national, regional and local planning policy including the London Plan 2015 and Havering's Local Development Framework 2008. These documents contain design policies that seek to ensure that new development is of a high quality. The new Rainham and Beam Park masterplan and planning framework sets out clear design principles for developers in the area, including Dovers Corner and is a relevant consideration in the determination of the planning application.

Build quality falls outside the remit of planning policy. However, in terms of ensuring minimum health and safety standards are met, all schemes must be compliant with current building regulations and any building work will need to be approved by registered building control inspectors, either internal or external.

Most new houses are covered by warranties and/or guarantees that cover certain defects over the first 10 years of occupation.

In response to a supplementary question, the Cabinet Member confirmed he would ask Councillor Dervish to respond to Councillor Martin re whether more detailed examination of architects' drawings and more extensive monitoring of the construction phase of such developments would take place.

**13) To the Cabinet Member for the Environment, Councillor Robert Benham**

**From Councillor Ian de Wulverton**

What is the expected time of repair of a Zebra Crossing belisha beacon, which has been hit by a motor vehicle? Who bears the brunt of the cost of repair?

**Response:**

A repair to a standard belisha beacon should be undertaken within 21 days. However, if the beacon isn't standard, such as one that is internally illuminated, a new post would need to be ordered, which would then add to the time to repair.

The cost of repair will be recovered by the third party involved in the incident that caused the damage if details are available. If not, then it would be funded from the highway budget.

In response to a supplementary question, the Cabinet Member confirmed he would investigate reports of a belisha beacon in Lower Brentwood Road that had not been repaired for three months.

**14) To the Cabinet Member for Housing, Councillor Damian White**

**From Councillor Keith Darvill**

Why are the estimates for major works given to the Council's Leaseholders during the Section 20 consultations so inaccurate?

**Response:**

It is often the case that the cost of works can exceed the estimate, as the situation can unexpectedly change once works commence. Legislation states that we are only required to provide estimates of the works that we intend to carry out. Wherever possible we try to advise leaseholders of a change in price, but this is not always possible as the full extent of the works undertaken will not be known until the final accounts are agreed and finalised.

**Council, 30 March 2016**

In response to a supplementary question, the Cabinet Member added that the rate of inflation in the building sector made it difficult to give accurate estimates but he would investigate at any specific cases raised by Councillor Darvill.

**15) To the Cabinet Member for oneSource management, Councillor Ron Ower**

**From Councillor Michael Deon-Burton**

When the Government localised the Council Tax Support Scheme did they specifically reduce funding for the Scheme or were the changes in council tax support deemed necessary as a way to raise revenue due to the general reduction in funding? Please reference the details.

**Response:**

The local Council Tax Support Scheme was designed to mitigate reductions in the specific Government funding for council tax benefit, which in 2013/14 was a 10 per cent reduction. Please see the cabinet report for full Council on Wednesday 30 January 2013, agenda Item E, which references the detail. The changes were not a way to raise revenue due to general reduction in funding, but related specifically to the reduction in funding for the Council tax Support Scheme itself.



VOTING RECORD

|  |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|
| <i>DIVISION NUMBER:</i>                          | <i>1</i>  | <i>2</i>  | <i>3</i>  | <i>4</i>  | <i>5</i>  |
|  |           |           |           |           |           |
| <b>The Mayor [Cllr. Brian Eagling]</b>           | ✓         | ✓         | ✗         | ✓         | ✓         |
| The Deputy Mayor [Cllr. Philippa Crowder]        | A         | A         | A         | A         | A         |
|  |           |           |           |           |           |
| <b><u>CONSERVATIVE GROUP</u></b>                 |           |           |           |           |           |
| Cllr Roger Ramsey                                | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Robert Benham                               | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Ray Best                                    | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Wendy Brice-Thompson                        | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Joshua Chapman                              | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr John Crowder                                | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Meg Davis                                   | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Osman Dervish                               | A         | A         | A         | A         | A         |
| Cllr Jason Frost                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Steven Kelly                                | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Robby Misir                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Garry Pain                                  | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Dilip Patel                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Viddy Persaud                               | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Carol Smith                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Frederick Thompson                          | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Linda Trew                                  | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Melvin Wallace                              | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Roger Westwood                              | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Damian White                                | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Michael White                               | ✗         | ✓         | ✗         | ✓         | ✓         |
|  |           |           |           |           |           |
| <b><u>RESIDENTS' GROUP</u></b>                   |           |           |           |           |           |
| Cllr Ray Morgon                                  | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr June Alexander                              | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr Nic Dodin                                   | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr Jody Ganly                                  | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr Barbara Matthews                            | O         | ✗         | ✗         | ✗         | ✓         |
| Cllr Barry Mugglestone                           | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr John Mylod                                  | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr Stephanie Nunn                              | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr Reg Whitney                                 | ✗         | ✗         | ✗         | ✓         | ✓         |
| Cllr Julie Wilkes                                | ✗         | ✗         | ✗         | ✗         | ✓         |
| Cllr John Wood                                   | ✗         | ✗         | ✗         | ✓         | ✓         |
|  |           |           |           |           |           |
| <b><u>EAST HAVERING RESIDENTS' GROUP</u></b>     |           |           |           |           |           |
| Cllr Clarence Barrett                            | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Alex Donald                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Gillian Ford                                | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Linda Hawthorn                              | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Ron Ower                                    | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Linda Van den Hende                         | ✗         | ✓         | ✗         | ✓         | ✓         |
| Cllr Darren Wise                                 | ✗         | ✓         | ✗         | ✓         | ✓         |
|  |           |           |           |           |           |
|  |           |           |           |           |           |
| <b><u>UK Independence Party</u></b>              |           |           |           |           |           |
| Cllr Lawrence Webb                               | A         | A         | A         | A         | A         |
| Cllr Ian De Wulverton                            | ✓         | ✗         | ✗         | ✗         | ✓         |
| Cllr John Glanville                              | ✓         | ✗         | ✗         | ✓         | ✓         |
| Cllr David Johnson                               | ✓         | ✓         | ✗         | ✗         | ✓         |
| Cllr Phil Martin                                 | ✓         | ✗         | ✗         | ✗         | ✓         |
| Cllr Patricia Rumble                             | A         | A         | A         | A         | A         |
|  |           |           |           |           |           |
| <b><u>INDEPENDENT LOCAL RESIDENTS' GROUP</u></b> |           |           |           |           |           |
| Cllr Jeffrey Tucker                              | ✓         | ✗         | ✓         | ✗         | ✗         |
| Cllr Michael Deon Burton                         | ✓         | ✗         | ✓         | ✗         | ✗         |
| Cllr David Durant                                | ✓         | ✗         | ✓         | ✗         | ✗         |
| Cllr Keith Roberts                               | ✓         | O         | ✓         | ✗         | ✗         |
| Cllr Graham Williamson                           | ✓         | ✗         | ✓         | ✗         | ✗         |
|  |           |           |           |           |           |
| <b><u>LABOUR</u></b>                             |           |           |           |           |           |
| Cllr Keith Darvill                               | O         | ✗         | ✗         | ✗         | O         |
|  |           |           |           |           |           |
|  |           |           |           |           |           |
|  |           |           |           |           |           |
| <b><i>TOTALS</i></b>                             |           |           |           |           |           |
| <b><i>✓ = YES</i></b>                            | 10        | 29        | 5         | 31        | 43        |
| <b><i>✗ = NO</i></b>                             | 37        | 19        | 44        | 18        | 5         |
| <b><i>O = ABSTAIN/NO VOTE</i></b>                | 2         | 1         | 0         | 0         | 1         |
| <b><i>ID =INTEREST DISCLOSED/NO VOTE</i></b>     | 0         | 0         | 0         | 0         | 0         |
| <b><i>A = ABSENT FROM MEETING</i></b>            | 4         | 4         | 4         | 4         | 4         |
|  | <b>53</b> | <b>53</b> | <b>53</b> | <b>53</b> | <b>53</b> |
|  |           |           |           |           |           |

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## **ANNUAL COUNCIL, 18 MAY 2016**

### **SUBJECT: ESTABLISHING THE COMMITTEES OF THE COUNCIL AND CONFIRMING THE SCHEME OF DELEGATION**

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

This report deals with the appointment and sizes of Committees, the co-opted members and observers etc. and recommends such appointments consistent with previous decisions of the Council.

Following a by-election result on 5 May 2016, the political make up of the Council has changed. A sixth Group (the Labour Group) now exists on the Council. The report reflects the change with the proposed allocation of seats in accordance with the Local Government (Committees and Political Groups) Regulations 1990.

There are no additional financial implications or risks arising from this report. Any allowances payable to Members resulting from the proposed appointments will be in accordance with the current approved Members' Allowances scheme and will be contained within the relevant budgetary provision.

Council is also required under s.100(G)(2) of the Local Government Act 1972 to agree that part of the Scheme of Delegation which it is for the full Council to agree.

Council is recommended to confirm the delegations to officers in respect of those powers reserved to full Council by the Functions and Responsibilities Regulations 2000.

The delegations are set out in the Council's Constitution, most notably, in Part 2, the Articles, and the relevant provisions of Part 3 of the Council's Constitution (Responsibility for Functions).

No changes are proposed at this time.

|                        |
|------------------------|
| <b>RECOMMENDATIONS</b> |
|------------------------|

- (1) That, so far as necessary to enable any changes proposed and agreed during this meeting to be carried in to effect, Council Procedure Rule 20.2 (proposals to amend the Constitution to be referred to Governance Committee without discussion) be suspended.
- (2) That, subject to the Council's consideration of any motion or amendment to this report relating to changes in the Committee structure, the Committees listed in Appendix 1 be appointed for the 2016/17 Municipal Year and that:
  - (a) As required by statute, two voting co-optees representing the Church of England and the Roman Catholic Church and three parent governor co-optees selected in accordance with the appropriate Regulations, be appointed to the Children's Services Overview and Scrutiny Sub-Committee.
  - (b) The other non-elected member "appointments" and invitations to attend shown in the Appendix (and particularly its annexes) be confirmed.
- (3) Those Committees be appointed with:
  - (a) the membership sizes and
  - (b) the political balanceindicated in Appendix 2
- (4) That the delegation of non-executive functions (as defined by the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (amended) to officers be agreed as set out in the Council's Constitution.
- (5) To agree that all officers with delegated powers have power to further delegate those powers to other officers under s.101 of the Local Government Act 1972 or as provided for by any other legislation and may agree a scheme of delegation to officers for their service areas.

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

**Background Papers List**

None

**APPENDIX 1**

**APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES**

| <b>Name of Committee</b>                                | <b>Notes</b>       |
|---|--------------------|
| Adjudication and Review Committee                       | <i>See annex 1</i> |
| Appointments Committee                                  |                    |
| Audit Committee   |                    |
| Governance Committee                                    |                    |
| Highways Advisory Committee                             |                    |
| Licensing Committee                                     |                    |
| Pensions Committee                                      | <i>See annex 2</i> |
| Regulatory Services Committee                           |                    |
| Overview and Scrutiny Board                             |                    |
| Children & Learning Overview and Scrutiny Sub-Committee | <i>See annex 3</i> |
| Crime and Disorder Sub-Committee                        |                    |
| Environment Overview and Scrutiny Sub-Committee         |                    |
| Health Overview and Scrutiny Sub-Committee              |                    |
| Individuals Overview and Scrutiny Sub-Committee         |                    |
| Towns & Communities Overview and Scrutiny Sub-Committee |                    |
| Rainham & South Hornchurch Working Party                |                    |
| Health & Wellbeing Board                                |                    |

Annex 1

**Adjudication and Review Committee**

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

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

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

Annex 2

**Pensions Committee**

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

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

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

### **Children and Learning Overview & Scrutiny Sub-Committee**

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

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

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



## APPENDIX 2

### POLITICAL BALANCE PRINCIPLES

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

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

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

The minimum number of councillors in a group for it to exist is two.

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

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

**Annual Council, 18 May 2016**

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

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

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



## RECOMMENDED SEAT ALLOCATION

Having regard to the principles of political balance and of seat allocation referred to in Appendix 1, the following allocation of seats is recommended on the basis that, taking all factors into account, it shows a “reasonably practicable” allocation of seats and is therefore the default position.

|                              |            | CONS      | RESIDENTS | EHRG      | UKIP      | IRG       | LAB      |
|------------------------------|------------|-----------|-----------|-----------|-----------|-----------|----------|
| Governance                   | 13         | 5         | 3         | 2         | 1         | 1         | 1        |
| Licensing                    | 11         | 5         | 3         | 1         | 1         | 1         | 0        |
| Regulatory Services          | 11         | 5         | 2         | 2         | 1         | 1         | 0        |
| Highways Advisory            | 11         | 4         | 2         | 2         | 1         | 1         | 1        |
| Adjudication                 | 10         | 4         | 2         | 2         | 1         | 1         | 0        |
| Pensions                     | 7          | 3         | 2         | 1         | 1         | 0         | 0        |
| Audit                        | 6          | 2         | 1         | 1         | 1         | 1         | 0        |
| Rainham & Sth HX<br>WP       | 6          | 2         | 1         | 1         | 1         | 1         | 0        |
| O&S Board                    | 16         | 7         | 3         | 2         | 2         | 1         | 1        |
| Children's                   | 9          | 4         | 2         | 1         | 1         | 1         | 0        |
| Crime & Disorder             | 6          | 2         | 1         | 1         | 1         | 1         | 0        |
| Towns &<br>Communities       | 9          | 4         | 2         | 1         | 1         | 1         | 0        |
| Environment                  | 6          | 2         | 1         | 1         | 1         | 0         | 1        |
| Health                       | 6          | 3         | 1         | 1         | 0         | 0         | 1        |
| Individuals                  | 7          | 3         | 1         | 1         | 1         | 1         | 0        |
| <b>Total seats allocated</b> | <b>134</b> | <b>55</b> | <b>27</b> | <b>20</b> | <b>15</b> | <b>12</b> | <b>5</b> |

- Committee seats are allocated, and each Committee is balanced, as “reasonably practicably” as possible

## **PRINCIPLES FOR ALLOCATION OF SEATS ON COMMITTEES**

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

### **Basic allocation of seats**

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

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

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

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

Once the size of the Groups are known, a table will be drawn up which will show the basic allocation on the basis of these principles to Committee sizes ranging from 3 Members to 15. This table will follow in the revised report.

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

### **Specific allocations**

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

Once the number of seats available on each Committee has been agreed, the allocation of seats to the individual Groups would then need to be adjusted between the Groups to achieve, so far as possible and practicable, an allocation that gives each Group its proportionate share of seats overall while ensuring that each

Committee is proportionately balanced. In practice, it will be impossible to achieve both aims without enlarging Committee memberships to an unworkable size, so a degree of compromise is required.

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## ANNUAL COUNCIL, 18 MAY 2016

### APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

#### MOTIONS

#### APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

##### Motion on behalf of the Independent Residents' Group

That the following Chairmen and Vice-Chairmen be appointed –

| Committee  | Chairman<br>Councillor | Vice-Chairman<br>Councillor  |
|--|------------------------|------------------------------|
| Adjudication and Review (2 Vice-Chairmen)                                    |                        | 1.<br>2.                     |
| Audit  |                        |                              |
| Governance   |                        |                              |
| Highways Advisory  | David Durant           |                              |
| Licensing (3 Vice-Chairmen)  |                        | 1. Keith Roberts<br>2.<br>3. |
| Pensions   |                        |                              |
| Regulatory Services  |                        |                              |
| Rainham and Wennington and South Hornchurch Working Party (No Vice-Chairman) | Michael Deon Burton    | -----                        |
| Overview and Scrutiny Board  |                        |                              |
| Children and Learning Overview and Scrutiny Sub-Committee                    |                        |                              |

|   |  |              |
|---|--|--------------|
| Crime & Disorder Sub-Committee                            |  | David Durant |
| Environment Overview and Scrutiny Sub-Committee           |  |              |
| Health Overview and Scrutiny Sub-Committee                |  |              |
| Individuals Overview and Scrutiny Sub-Committee           |  |              |
| Towns and Communities Overview and Scrutiny Sub-Committee |  |              |

**Sub-Committee of the Governance Committee:**

|              |  |  |
|--------------|--|--|
| Appointments |  |  |
|--------------|--|--|

**Motion on behalf of the UKIP Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>   | <b>Chairman<br/>Councillor</b> | <b>Vice-Chairman<br/>Councillor</b> |
|--|--------------------------------|-------------------------------------|
| Adjudication and Review<br>(2 Vice-Chairmen)                                     |                                | 1.<br>2.                            |
| Audit  |                                |                                     |
| Governance   |                                |                                     |
| Highways Advisory  |                                |                                     |
| Licensing<br>(3 Vice-Chairmen)   |                                | 1.<br>2.<br>3.                      |
| Pensions   |                                | David Johnson                       |
| Regulatory Services  |                                |                                     |
| Rainham & Wennington<br>and South Hornchurch<br>Working Party (No Vice-Chairman) |                                | -----                               |



|   |                  |  |
|---|------------------|--|
| Overview and Scrutiny Board                             |                  |  |
| Children & Learning Overview & Scrutiny Sub-Committee   |                  |  |
| Crime & Disorder Sub-Committee                          | Ian de Wulverton |  |
| Environment Overview & Scrutiny Sub-Committee           |                  |  |
| Health Overview and Scrutiny Sub-Committee              |                  |  |
| Individuals Overview & Scrutiny Sub-Committee           |                  |  |
| Towns and Communities Overview & Scrutiny Sub-Committee | Lawrence Webb    |  |

**Sub-Committee of the Governance Committee:**

|              |  |  |
|--------------|--|--|
| Appointments |  |  |
|--------------|--|--|

**Motion on behalf of the East Havering Residents' Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>                          | <b>Chairman<br/>Councillor</b> | <b>Vice-Chairman<br/>Councillor</b> |
|---|--------------------------------|-------------------------------------|
| Adjudication and Review (2 Vice-Chairmen) |                                |                                     |
| Audit                                     |                                |                                     |
| Governance                                |                                |                                     |
| Highways Advisory                         | Darren Wise                    |                                     |
| Licensing (3 Vice-Chairmen)               |                                |                                     |
| Pensions                                  |                                |                                     |

|  |              |                |
|--|--------------|----------------|
| Regulatory Services  |              | Linda Hawthorn |
| Rainham and Wennington and South Hornchurch Working Party (No Vice-Chairman) |              | -----          |
| Overview and Scrutiny Board  | Gillian Ford |                |
| Children and Learning Overview and Scrutiny Sub-Committee                    | Gillian Ford |                |
| Crime & Disorder Sub-Committee   |              |                |
| Environment Overview and Scrutiny Sub-Committee                              |              | Alex Donald    |
| Health Overview and Scrutiny Sub-Committee                                   |              |                |
| Individuals Overview and Scrutiny Sub-Committee                              |              |                |
| Towns and Communities Overview and Scrutiny Sub-Committee                    |              | Linda Hawthorn |

**Sub-Committee of the Governance Committee:**

|              |  |  |
|--------------|--|--|
| Appointments |  |  |
|--------------|--|--|

**Motion on behalf of the Conservative Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>                          | <b>Chairman Councillor</b> | <b>Vice-Chairman Councillor</b> |
|---|----------------------------|---------------------------------|
| Adjudication and Review (2 Vice-Chairmen) | Garry Pain                 | 1. Roger Westwood<br>2.         |
| Audit                                     | Viddy Persaud              |                                 |
| Governance                                | Meg Davis                  | Melvin Wallace                  |

|   |               |  |
|---|---------------|--|
| Highways Advisory   |               | Frederick Thompson                           |
| Licensing<br>(3 Vice-Chairmen)  | Dilip Patel   | 1. Linda Trew<br>2. Frederick Thompson<br>3. |
| Pensions  | Michael White |  |
| Regulatory Services   | Robby Misir   |  |
| Rainham and<br>Wennington and South<br>Hornchurch Working<br>Party (No Vice-<br>Chairman) |               | -----  |
| Overview and Scrutiny<br>Board  |               |  |
| Children & Learning<br>Overview & Scrutiny<br>Sub-Committee                               |               |  |
| Crime & Disorder Sub-<br>Committee  |               | Meg Davis                                    |
| Environment Overview<br>& Scrutiny Sub-<br>Committee                                      |               |  |
| Health Overview and<br>Scrutiny Sub-<br>Committee   |               | Dilip Patel                                  |
| Individuals Overview &<br>Scrutiny Sub-<br>Committee                                      |               |  |
| Towns and<br>Communities Overview<br>& Scrutiny Sub-<br>Committee                         |               |  |

**Sub-Committee of the Governance Committee:**

|              |              |  |
|--------------|--------------|--|
| Appointments | Roger Ramsey |  |
|--------------|--------------|--|

**Motion on behalf of the Residents' Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>   | <b>Chairman<br/>Councillor</b> | <b>Vice-Chairman<br/>Councillor</b> |
|--|--------------------------------|-------------------------------------|
| Adjudication and Review (2 Vice-Chairmen)                                    | Cllr John Mylod                | 1.Cllr John Mylod<br>2.             |
| Audit  | Cllr Julie Wilkes              | Cllr Julie Wilkes                   |
| Governance   | Cllr Ray Morgon                | Cllr Ray Morgon                     |
| Highways Advisory  | Cllr Barry Mugglestone         | Cllr Barry Mugglestone              |
| Licensing (3 Vice-Chairmen)  | Cllr John Wood                 | 1. Cllr John Wood<br>2.<br>3.       |
| Pensions   | Cllr Stephanie Nunn            | Cllr Stephanie Nunn                 |
| Regulatory Services  | Cllr Reg Whitney               | Cllr Reg Whitney                    |
| Rainham and Wennington and South Hornchurch Working Party (No Vice-Chairman) | Cllr Reg Whitney               | -----                               |
| Overview and Scrutiny Board  | Cllr Barbara Matthews          | Cllr Barbara Matthews               |
| Children and Learning Overview and Scrutiny Sub-Committee                    | Cllr Nic Dodin                 | Cllr Nic Dodin                      |
| Crime & Disorder Sub-Committee   | Cllr John Mylod                | Cllr John Mylod                     |
| Environment Overview and Scrutiny Sub-Committee                              | Cllr Barbara Matthews          | Cllr Barry Mugglestone              |
| Health Overview and Scrutiny Sub-Committee                                   | Cllr Ray Morgon                |                                     |
| Individuals Overview and Scrutiny Sub-Committee                              | Cllr June Alexander            |                                     |
| Towns and Communities Overview and Scrutiny Sub-Committee                    | Cllr Jody Ganly                | Cllr Jody Ganly                     |

**Sub-Committee of the Governance Committee:**

|              |                 |                 |
|--------------|-----------------|-----------------|
| Appointments | Cllr Ray Morgon | Cllr Ray Morgon |
|--------------|-----------------|-----------------|

**AMENDMENT**

**APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES**

**Motion on behalf of the CONSERVATIVE Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>   | <b>Chairman<br/>Councillor</b> | <b>Vice-Chairman<br/>Councillor</b>        |
|--|--------------------------------|--|
| Adjudication and Review (2 Vice-Chairmen)                                    | GARRYPAIN                      | 1.ROGER WESTWOOD<br>2.                     |
| Audit  | VIDDY PERSAUD                  |  |
| Governance   | MEG DAVIS                      | MELVIN WALLACE                             |
| Highways Advisory  |                                | FREDERICK THOMPSON                         |
| Licensing (3 Vice-Chairmen)  | DILIP PATEL                    | 1.LINDA TREW<br>2.FREDERICK THOMPSON<br>3. |
| Pensions   | JOHN CROWDER                   |  |
| Regulatory Services  | ROBBY MISIR                    |  |
| Rainham and Wennington and South Hornchurch Working Party (No Vice-Chairman) |                                | -----                                      |
| Overview and Scrutiny Board  |                                | VIDDY PERSAUD                              |
| Children and Learning Overview and Scrutiny Sub-Committee                    |                                | MEG DAVIS                                  |
| Crime & Disorder Sub-Committee   |                                |  |

|   |               |             |
|---|---------------|-------------|
| Environment Overview and Scrutiny Sub-Committee           |               | CAROL SMITH |
| Health Overview and Scrutiny Sub-Committee                | MICHAEL WHITE | DILIP PATEL |
| Individuals Overview and Scrutiny Sub-Committee           | LINDA TREW    | RAY BEST    |
| Towns and Communities Overview and Scrutiny Sub-Committee |               |             |

**Sub-Committee of the Governance Committee:**

|              |              |  |
|--------------|--------------|--|
| Appointments | ROGER RAMSEY |  |
|--------------|--------------|--|

## **AMENDMENT**

### **APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES**

**Motion on behalf of the EAST HAVERING RESIDENTS' Group**

That the following Chairmen and Vice-Chairmen be appointed –

| <b>Committee</b>                          | <b>Chairman Councillor</b> | <b>Vice-Chairman Councillor</b> |
|---|----------------------------|---------------------------------|
| Adjudication and Review (2 Vice-Chairmen) |                            |                                 |
| Audit                                     |                            |                                 |
| Governance                                |                            |                                 |
| Highways Advisory                         | DARREN WISE                |                                 |
| Licensing (3 Vice-Chairmen)               |                            |                                 |
| Pensions                                  |                            |                                 |
| Regulatory Services                       |                            | ALEX DONALD                     |

|  |                |                |
|--|----------------|----------------|
| Rainham and Wennington and South Hornchurch Working Party (No Vice-Chairman) |                | -----          |
| Overview and Scrutiny Board  | GILLIAN FORD   |                |
| Children and Learning Overview and Scrutiny Sub-Committee                    | GILLIAN FORD   |                |
| Crime & Disorder Sub-Committee   |                |                |
| Environment Overview and Scrutiny Sub-Committee                              | LINDA HAWTHORN |                |
| Health Overview and Scrutiny Sub-Committee                                   |                |                |
| Individuals Overview and Scrutiny Sub-Committee                              |                |                |
| Towns and Communities Overview and Scrutiny Sub-Committee                    |                | LINDA HAWTHORN |

**Sub-Committee of the Governance Committee:**

|              |  |                  |
|--------------|--|------------------|
| Appointments |  | CLARENCE BARRETT |
|--------------|--|------------------|

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## ANNUAL COUNCIL 18 May 2016

### EXPLANATORY NOTE

#### APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

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

**Table 1: Unopposed nominations**

| <b>Committee</b>   | <b>Chairman<br/>Councillor</b> | <b>Vice-Chair<br/>Councillor</b>   |
|--|--------------------------------|------------------------------------|
| Adjudication and Review<br>(2 Vice-Chairmen)   |                                | 1. Roger Westwood<br>2. John Mylod |
| Audit  |                                | Julie Wilkes                       |
| Governance   |                                |                                    |
| Highways Advisory  |                                |                                    |
| Licensing<br>(3 Vice-Chairmen)   |                                |                                    |
| Pensions   |                                |                                    |
| Regulatory Services  |                                |                                    |
| Rainham & Wennington<br>and South Hornchurch<br>Working Party (No Vice-<br>Chairman) |                                | -----                              |
| Overview and Scrutiny<br>Board   |                                |                                    |

|   |  |             |
|---|--|-------------|
| Children & Learning Overview & Scrutiny Sub-Committee   |  |             |
| Crime & Disorder Sub-Committee                          |  |             |
| Environment Overview & Scrutiny Sub-Committee           |  |             |
| Health Overview and Scrutiny Sub-Committee              |  | Dilip Patel |
| Individuals Overview & Scrutiny Sub-Committee           |  | Ray Best    |
| Towns and Communities Overview & Scrutiny Sub-Committee |  |             |

**Sub-Committee of the Governance Committee:**

|              |  |  |
|--------------|--|--|
| Appointments |  |  |
|--------------|--|--|

**Table 2: Opposed nominations where there are four nominees**

**A. Vice-Chair of Licensing Committee (three Vice-Chairs)**

| <b>Independent Residents' Group nominee Councillor</b> | <b>Conservative Group nominee Councillor</b> | <b>Conservative Group nominee Councillor</b> | <b>Residents' Group nominee Councillor</b> |
|--|--|--|--|
| Keith Roberts  | Linda Trew                                   | Frederick Thompson                           | John Wood+                                 |

+ Unless Councillor Wood is elected as Chairman.

**Table 3: Opposed nominations where there are three nominees**

**A. Chairman of Highways Advisory Committee**

| <b>Independent Residents' Group nominee Councillor</b> | <b>East Havering Residents' Group nominee Councillor</b> | <b>Residents' Group nominee Councillor</b> |
|--|--|--|
| David Durant   | Darren Wise  | Barry Mugglestone                          |

**Table 4: Opposed nominations where there are two nominees**

**A. Chairman of Adjudication and Review Committee**

| <b>Conservative Group nominee Councillor</b> | <b>Residents' Group nominee Councillor</b> |
|--|--|
| Garry Pain                                   | John Mylod                                 |

**B. Chairman of Audit Committee**

| <b>Conservative Group nominee Councillor</b> | <b>Residents' Group nominee Councillor</b> |
|--|--|
| Viddy Persaud                                | Julie Wilkes                               |

**C. Chairman of Governance Committee**

| <b>Conservative Group nominee Councillor</b> | <b>Residents' Group nominee Councillor</b> |
|--|--|
| Meg Davis                                    | Ray Morgon                                 |

**D. Vice-Chair of Governance Committee**

| <b>Conservative Group<br/>nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Melvin Wallace                                       | Ray Morgon+  |

+ Unless Councillor Morgon is elected as Chairman.

**E. Vice-Chair of Highways Advisory Committee**

| <b>Conservative Group<br/>nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Frederick Thompson                                   | Barry Mugglestone                                  |

+ Unless Councillor Mugglestone is elected as Chairman.

**F. Chairman of Licensing Committee**

| <b>Conservative<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Dilip Patel  | John Wood  |

**G. Chairman of Pensions Committee**

| <b>Conservative<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| John Crowder   | Stephanie Nunn                                     |

**H. Vice-Chair of Pensions Committee**

| <b>UKIP<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| David Johnson                                | Stephanie Nunn+                                    |

+Unless Councillor Nunn is elected as Chairman.

**I. Chairman of Regulatory Services Committee**

| <b>Conservative<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Robby Misir  | Reg Whitney  |

**J. Vice-Chair of Regulatory Services Committee**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Alex Donald  | Reg Whitney+                                       |

+Unless Councillor Whitney is elected as Chairman.

**K. Chairman of Rainham & Wennington and South Hornchurch  
Working Party**

| <b>Independent<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Michael Deon Burton  | Reg Whitney  |

**L. Chairman of Overview and Scrutiny Board**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Gillian Ford   | Barbara Matthews                                   |

**M. Vice-Chair of Overview and Scrutiny Board**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Conservative Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Barbara Matthews                                   | Viddy Persaud  |

+ Unless Councillor Matthews is elected as Chairman.

**N. Chairman of Children and Learning Overview & Scrutiny Sub-Committee**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Gillian Ford   | Nic Dodin  |

**O. Vice-Chair of Children and Learning Overview & Scrutiny Sub-Committee**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Conservative Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Nic Dodin  | Meg Davis  |

+ Unless Councillor Dodin is elected as Chairman.

**P. Chairman of Crime and Disorder Sub-Committee**

| <b>UKIP Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|---|--|
| Ian de Wulverton  | John Mylod   |

**Q. Vice-Chair of Crime and Disorder Sub-Committee**

| <b>Independent<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| David Durant   | John Mylod+  |

+ Unless Councillor Mylod is elected as Chairman

**R. Chairman of Environment Overview and Scrutiny Sub-Committee**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>East Havering<br/>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Barbara Matthews                                   | Linda Hawthorn   |

**S. Vice-Chair of Environment Overview and Scrutiny Sub-Committee**

| <b>Residents' Group<br/>nominee<br/>Councillor</b> | <b>Conservative Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Barry Mugglestone                                  | Carol Smith  |

**T. Chairman of Health Overview and Scrutiny Sub-Committee**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Conservative Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Ray Morgon   | Michael White  |

**U. Chairman of Individuals Overview and Scrutiny Sub-Committee**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Conservative Group<br/>nominee<br/>Councillor</b> |
|--|--|
| June Alexander                                     | Linda Trew   |

**V. Chairman of Towns and Communities Overview and Scrutiny Sub-Committee**

| <b>UKIP<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Lawrence Webb                                | Jody Ganly   |

**W. Vice-Chair of Towns and Communities Overview and Scrutiny Sub-Committee**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Linda Hawthorn   | Jody Ganly+  |

+Unless Councillor Ganly is elected as Chairman.



**X. Chairman of Appointments Sub-Committee**

| <b>Conservative<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Roger Ramsey   | Ray Morgon   |

**Y. Vice-Chair of Appointments Sub-Committee**

| <b>Residents'<br/>Group nominee<br/>Councillor</b> | <b>East Havering<br/>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Ray Morgon   | Clarence Barrett   |

+ Unless Councillor Morgon is elected as Chairman.

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**ANNUAL COUNCIL, 18 MAY 2016**

**APPOINTMENT OF THE MEMBER CHAMPIONS**

**MOTIONS**

**Motion on behalf of the East Havering Residents' Group**

That the following be appointed Champions as indicated:

For the Armed Forces –

For the Equalities and Diversity -

For the Historic Environment – Linda Hawthorn

For the Over 50's – Linda Van den Hende

For the Voluntary Sector Compact -

For Younger Persons – Alex Donald

**Motion on behalf of the Conservative Group**

That the following be appointed Champions as indicated:

For the Armed Forces – John Crowder

For the Equalities and Diversity -

For the Historic Environment –

For the Over 50's –

For the Voluntary Sector Compact – Viddy Persaud

For Younger Persons –

**Motion on behalf of the Residents' Group**

That the following be appointed Champions as indicated:

For the Armed Forces – Cllr Barry Mugglestone

For the Equalities and Diversity - Cllr Stephanie Nunn

For the Historic Environment – Cllr Barbara Matthews

For the Over 50's – Cllr John Mylod

For the Voluntary Sector Compact - Cllr June Alexander

For Younger Persons – Cllr Jody Ganly



## ANNUAL COUNCIL 18 May 2016

### EXPLANATORY NOTE

#### APPOINTMENT OF THE MEMBER CHAMPIONS

For ease of reference, the table that follows indicates the unopposed nominations for all Member Champion positions.

Table 1: Unopposed nominations

For the Equalities and Diversity - Councillor Stephanie Nunn

Table 2: Opposed nominations where there are two nominees

#### A. Member Champion for the Armed Forces

| Conservative<br>Group nominee<br>Councillor | Residents' Group<br>nominee<br>Councillor |
|---|---|
| John Crowder                                | Barry Mugglestone                         |

**B. Member Champion for the Historic Environment**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Linda Hawthorn   | Barbara Matthews                                   |

**C. Member Champion for the Over Fifties**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Linda Van den Hende  | John Mylod   |

**D. Member Champion for the Voluntary Sector Compact**

| <b>Conservative<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Viddy Persaud  | June Alexander                                     |

**E. Member Champion for Younger Persons**

| <b>East Havering<br/>Residents'<br/>Group nominee<br/>Councillor</b> | <b>Residents' Group<br/>nominee<br/>Councillor</b> |
|--|--|
| Alex Donald  | Jody Ganly   |