



COUNCIL MEETING

**7.30 pm Wednesday, 9 September 2020
(Virtual Meeting)**

Members of the Council of the London Borough of Havering are hereby summoned to attend a meeting of the Council at the time indicated for the transaction of the following business.

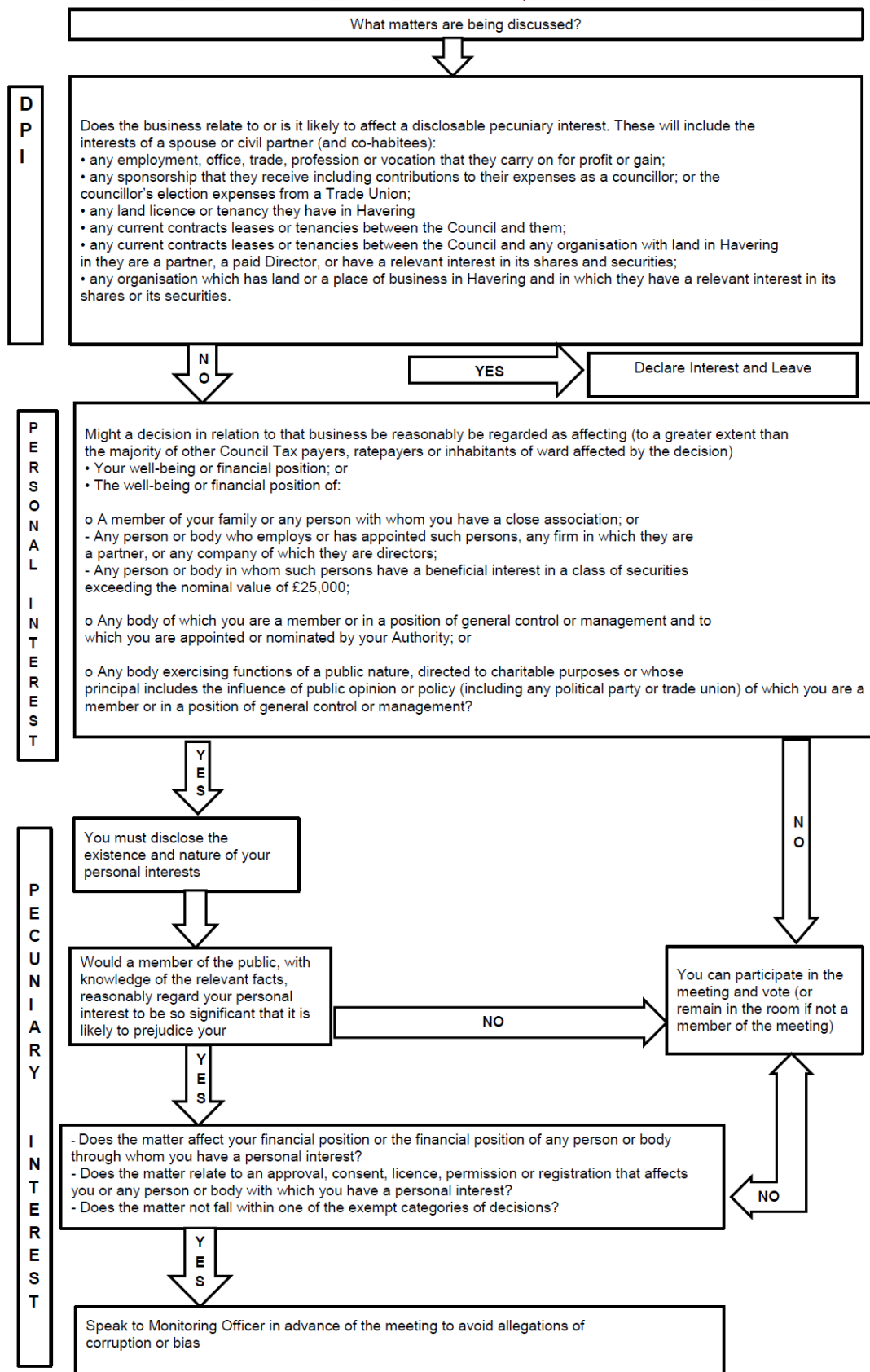
**John Jones
Monitoring Officer**

**For information about the meeting please contact:
Anthony Clements tel: 01708 433065
anthony.clements@oneSource.co.uk**



Please note that this meeting will be webcast.

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



AGENDA

1 PRAYERS

2 PROTOCOL ON THE OPERATION OF FULL COUNCIL DURING THE COVID-19 RESTRICTIONS (Pages 1 - 4)

Attached for noting.

3 APOLOGIES FOR ABSENCE

Apologies have been received from Councillor Ron Ower.

To receive any other apologies for absence.

4 MINUTES (Pages 5 - 32)

To sign as a true record the minutes of the Meeting of the Council held on 8 July 2020 (attached).

5 DISCLOSURE OF INTERESTS

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

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

6 ANNOUNCEMENTS BY THE MAYOR, BY THE LEADER OF THE COUNCIL OR BY THE CHIEF EXECUTIVE

To receive announcements (if any).

7 PETITIONS

Councillors Graham Williamson and Melvin Wallace have given notice of intention to present a petition.

To receive any petition presented pursuant to Council Procedure Rule 14.

8 MEMBERS' QUESTIONS (Pages 33 - 36)

Attached.

9 MOTIONS FOR DEBATE (Pages 37 - 38)

Attached.

10 APPOINTMENT OF A MONITORING OFFICER (Pages 39 - 40)

Report attached.

11 DATES OF COUNCIL MEETINGS 2020/2021 (Pages 41 - 46)

Report attached.

12 EXEMPTIONS TO THE CALL-IN PROCESS (Pages 47 - 58)

Report attached.

13 DELEGATION OF POWERS TO LONDON COUNCILS CREATE A DOCKLESS BIKES BYELAW (Pages 59 - 74)

Report attached.

14 ANNUAL REPORTS OF COMMITTEES AND MEMBER CHAMPIONS (Pages 75 - 230)

Attached.



LONDON BOROUGH OF HAVERING

PROTOCOL ON THE OPERATION OF MEETINGS OF FULL COUNCIL DURING THE COVID-19 PANDEMIC RESTRICTIONS

1. Introduction

In accordance with the Local Authority and Police Crime Panels (Coronavirus) Flexibility of Local Authority and Police and Crime Panels Meetings (England and Wales) Regulations 2020, all meetings of full Council held during the Covid-19 restrictions will take place in a 'virtual' format. This document aims to give details on how the meetings will take place and establish some rules of procedure to ensure that all parties find the meetings productive.

2. Notification of Meeting

Once the date for a meeting has been set, an electronic appointment will be sent to all relevant parties. This will include a link to access the virtual meeting. Guidance on the use of the technology involved will also be available.

3. Format

For the duration of the Covid-19 restrictions period, meetings of full Council will be delivered principally through video conference call, using Zoom software. Instructions sent with meeting appointments or agendas will cover how to use the software. Additional IT support will also be provided to any Member requesting this in advance of the meeting.

4. Structure of the Meeting

Although held in a virtual format, Council Meetings will follow, as far as is possible, the standard procedure for Council meetings. The principal stages of the meeting will normally be as follows:

- Prayers (delivered remotely via Zoom link)
- Apologies for absence
- Agreeing the minutes of the previous meeting
- Disclosure of Interests
- Announcements by the Mayor, by the Leader of the Council or by the Chief Executive
- Petitions – Members will be able to give a short statement (via Zoom) explaining the subject of their petition.
- Members' Questions – Answers to questions to be circulated prior to the meeting. Supplementary question to be asked and answers given via Zoom.
- Motions for Debate.
- Recommendations and reports

- The meeting will close with the singing of the National Anthem for which Members participating via Zoom should remain seated.

5. Technology Issues

Initial, revised and final agendas setting out the items for the meeting will be issued in advance in the normal way, to all parties, in accordance with statutory timetables. The agenda will also be published on the Council's website – www.havering.gov.uk in the normal way. The guidance below explains how the meeting is to be conducted, including advice on what to do if participants cannot hear the speaker and etiquette of participants during the meeting.

Remote access for members of the public together with access for the Press will be provided via a webcast of the meeting at www.havering.gov.uk.

If the Mayor is made aware that the meeting is not accessible to the public through remote means, due to any technological or other failure of provision, then the Mayor shall temporarily adjourn the meeting immediately. If the provision of access through remote means cannot be restored within a reasonable period as determined by the Mayor in consultation with the Council's Monitoring Officer, then the remaining business will be considered at a time and date fixed by the Mayor. If he or she does not fix a date, the remaining business will be considered at the next scheduled ordinary meeting of full Council.

6. Management of Remote Meetings for Members

The attendance of Members at the meeting will be recorded by the Democratic Services Officer clerking the meeting. The normal quorum requirements for meetings as set out in the Council's Constitution will also apply to a virtual meeting of full Council.

Democratic Services Officers will monitor participant involvement during the virtual call to ensure that there are no drop outs. Members will be informed at the beginning of the meeting to indicate via the chat function if they have missed part of the debate, and for the clerk to recap briefly over what was said.

In the event that a Member's video feed has failed but he/she is able to hear what is being said then the Member should confirm as such to the clerk using the chat function.

In the event that a Member's audio and video feed has failed then the Chairman will invite the Council to determine whether to proceed or adjourn the meeting to a later date.

7. Etiquette at the meeting

In order to make the hearing productive for everyone, the following rules must be adhered to and etiquette observed:

- The meeting will be presided over by the Mayor who will invite participants to speak individually at appropriate points. All other participants will have their microphones

muted until invited to speak by the Mayor;

- If invited to contribute, participants should make their statement, then wait until invited to speak again if required. Members' microphones will be remuted once they have finished speaking.
- If it is possible, participants should find a quiet location to participate in the Zoom meeting where they will not be disturbed as background noise can affect participants.
- If there are intermittent technological faults during the meeting then the Mayor will ask the speaker to repeat from the point where the disruption started. Whilst intermittent disruption is frustrating, it is important that all participants remain professional and courteous.
- The Council Procedure Rules as shown in the Council's Constitution will apply to the meeting in the normal way, as far as is practicable.

8. Meeting Procedures

Democratic Services Officers will facilitate the meeting. Their role will be to control conferencing technology employed for remote access and attendance and to administer Member interaction, engagement and connections on the instruction of the Mayor.

The Council has put in place a technological solution that will enable Members participating in meetings remotely to indicate their wish to speak via this solution. This will be via use of the 'raise hand' function in the Participants field of the Zoom software used for the meeting.

The Mayor will follow the rules set out in the Council's Constitution when determining who may speak, as well as the order and priority of speakers and the content and length of speeches in the normal way.

The Mayor, at the beginning of the meeting, will make reference to the protocol for the meeting and the rules of debate. The Mayor's ruling during the debate will be final.

Members are asked to adhere to the following etiquette during remote attendance at the meeting:

- All Councillors and participating officers are asked to join the meeting no later than thirty minutes before the start to allow themselves and Democratic Services Officers the opportunity to test the equipment. Officers will also advise Members of any specific joining arrangements and procedures applying to a particular meeting.
- Any camera (video-feed) should show a non-descript background or, where possible, a virtual background that allows the Member to still be clearly seen and Members should be careful to not allow any exempt or confidential papers to be seen in the video-feed.
- During general debate, rather than raising one's hand or rising to be recognised to

speak, Members attending remotely should avail themselves of the remote process for requesting to be heard and use the 'raise hand' function in the participants field of the Zoom software.

- If a Member wishes to raise a Point of Order, Personal Explanation, Clarification or Point of Information then he/she should use the 'raise hand' function and wait until the Mayor asks for their microphone to be unmuted. They should then state which of those procedures are to be drawn to the attention of Members and make their point. The microphone of the Member will then be muted again and the Mayor will make any appropriate response.
- Members may only speak when invited to by the Mayor as Chair of the meeting.
- Only one person may speak at any one time.
- When referring to a specific report, agenda page, or slide, participants should mention the report, page number, or slide so that all Members have a clear understanding of what is being discussed at all times

Voting will be conducted using the electronic voting function within Zoom. The Democratic Services Officer will announce the result of the vote and the Mayor will then move on to the next agenda item.

A record of votes and how individual Members voted will be appended to the minutes following the meeting.

Any Member participating in a remote meeting who declares a disclosable pecuniary interest, or other declarable interest, in any item of business that would normally require them to leave the room, must also leave the remote meeting. The Democratic Services Officer or meeting facilitator will move the Member to the Zoom waiting room until the item is complete, and then return them to the meeting.

9. After the Hearing - Public Access to Meeting Documentation following the meeting

Members of the public may access minutes, decision notices and other relevant documents through the Council's website. www.havering.gov.uk

For any further information on the meeting, please contact anthony.clements@onesource.co.uk, tel: 01708 433065.



**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Virtual Meeting
8 July 2020 (7.30 - 10.53 pm)**

Present: The Mayor (Councillor Michael Deon Burton) in the Chair

Councillors Councillors Robert Benham, Ray Best, Carole Beth,
Joshua Chapman, John Crowder, Philippa Crowder,
Keith Darvill, Osman Dervish, Nic Dodin, David Durant,
Tony Durdin, Brian Eagling, Gillian Ford, Jason Frost,
Martin Goode, Linda Hawthorn, Judith Holt, Paul McGeary,
Paul Middleton, Sally Miller, Robby Misir, Ray Morgon,
Barry Mugglestone, John Mylod, Stephanie Nunn,
Denis O'Flynn, Gerry O'Sullivan, Ron Ower, Dilip Patel,
Nisha Patel, Bob Perry, Viddy Persaud, Roger Ramsey,
Timothy Ryan, Jan Sargent, Carol Smith, Christine Smith,
Natasha Summers, Matt Sutton, Maggie Themistocli,
Jeffrey Tucker, John Tyler, Linda Van den Hende,
Christine Vickery, Melvin Wallace, Ciaran White, Damian White,
Michael White, Reg Whitney, Christopher Wilkins,
Graham Williamson and Darren Wise

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

The Mayor's Official Chaplain - Father John Tuohy, Parish Priest of St Joseph's Catholic Church, Upminster opened the meeting with prayers.

The meeting closed with the singing of the National Anthem.

**14 PROTOCOL ON THE OPERATION OF FULL COUNCIL DURING THE
COVID-19 RESTRICTIONS (agenda item 1a)**

The protocol on the operation of full Council during the Covid-19 restrictions was noted by Council, without division.

15 APOLOGIES FOR ABSENCE (agenda item 2)

Apologies were received from Councillor Tele Lawal.

16 **MINUTES (agenda item 3)**

The minutes of the Annual Meeting of Council held on 10 June 2020 were before the Council for approval.

Procedural motion on behalf of the Independent Residents' Group

That Council agrees that the Conservative and North Havering Residents' Associations Groups votes are recorded accurately but many of the non-Conservative and North Havering Residents' Associations Groups votes are in dispute.

The Procedural Motion was **NOT CARRIED** by 31 votes to 19 with three abstentions (see division 1).

RESOLVED:

That subject to it being noted that votes of Members of the Independent Residents' Group and Upminster and Cranham Residents' Associations Group were not recorded correctly, the minutes be approved as a correct record and signed by the Mayor.

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

There were no disclosures of interest.

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

Tributes were paid to former Councillors Wilf Mills, Fred Osborne and Patricia Rumble, all of whom had passed away recently.

The text of the announcements by the Leader of the Council are attached as appendix 1 to these minutes.

19 **PETITIONS (agenda item 6)**

A petition was presented by Councillor Miller concerning proposed development in Cavendish Avenue.

Council also agreed to the submission of an additional petition by the Mayor concerning a request to restrict use by lorries of the East Hall Lane junction with Wennington Road.

20 **ADOPTION OF STATEMENT OF GAMBLING POLICY 2020-2023
(agenda item 7)**

A key Executive Decision recommended the adoption of a new Statement of Gambling Policy for the period 1/09/20 to 31/08/23. The proposed new statement, results of the public consultation undertaken and Equality and Health Impact Assessment for the Policy were also shown in the agenda papers.

The Executive Decision was **APPROVED** without division and it was **RESOLVED**:

That the updated Statement of Gambling Policy 2020-2023 as attached at Appendix 1 of the Key Executive Decision as shown in the agenda papers for the period commencing 1st September 2020 to 31st August 2023 be adopted.

21 **ALLOCATION OF SEATS ON THE COMMITTEES OF THE COUNCIL
(agenda item 8)**

A report of the Chief Executive sought to address the allocation of seats on the Committees of the Council following Councillor Sargent ceasing to be a member of the Independent Residents' Group and becoming an independent Member.

Deemed motion on behalf of the Administration

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

Amendment on behalf of the Independent Residents' Group

That Council agrees the following changes to the seat allocation:

- A reduction in total seat allocation from 136 to 135. (within this term the total number has been lower - 134 in Jan 2019).
- A reduction in conservative seat allocation from 67 to 66.
- One less conservative seat to allocate means no extra (very disproportionate) conservative seat on Crime and Disorder committee.
- A reduction in the size of the Individuals committee from 7 to 6.
- Reassign the IRG seat on Individuals to Crime and Disorder committee.

Following debate the amendment by the Independent Residents' Group was **NOT CARRIED** by 30 votes to 23 with no abstentions (see division 2); the deemed motion by the Administration was **AGREED** as the substantive motion, without division.

RESOLVED:

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

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

Fifteen questions were asked although two questions were withdrawn by the submitting group. The text of all questions submitted with answers and, where asked, summaries of supplementary questions and answers is attached at appendix 2 to these minutes.

23 **COVID 19 RECOVERY PLAN (agenda item 10A)**

Motion on behalf of the Conservative Group

This Council welcomes the steps taken by the Administration in managing the COVID-19 crisis. With the Country entering into the recovery phase of the pandemic, Council requests that the administration brings forward a revised corporate plan for the remaining Council term, truncated and submitted to each overview and scrutiny subcommittee, before being brought to a meeting of the Cabinet for approval.

Amendment on behalf of the Independent Residents' Group

(Amended wording shown in italics for clarity).

This Council welcomes the steps taken by the Administration in managing the COVID-19 crisis *and calls on the Executive to manage the recovery phase of the pandemic in an equitable way as the economy re-opens from lockdown* and Council requests that the administration brings forward a revised corporate plan for the remaining Council term, truncated and submitted to each overview and scrutiny subcommittee, before being brought to a meeting of the Cabinet for approval.

The amendment on behalf of the Independent Residents' Group was withdrawn by the Independent Residents' Group, with the agreement of Council. The motion on behalf of the Conservative Group was **AGREED** without division.

RESOLVED:

This Council welcomes the steps taken by the Administration in managing the COVID-19 crisis. With the Country entering into the recovery phase of the pandemic, Council requests that the administration brings forward a revised corporate plan for the remaining Council term, truncated and submitted to each overview and scrutiny subcommittee, before being brought to a meeting of the Cabinet for approval.

24 **CCTV CAMERAS - RAINHAM VILLAGE (agenda item 10B)**

Motion on behalf of the Independent Residents' Group

The new Havering Local Plan seeks to strengthen the protection of our Conservation Areas and the Executive are promoting investments in the Rainham area, including a new swimming pool and leisure centre in Rainham Village.

In view of this our Council calls upon the Executive to install CCTV cameras at the Bridge Road junctions to safeguard the Rainham Village Conservation Area and London Bid area and protect these investments and to deter Wennington Road, Upminster Road South and Rainham Village constantly and increasingly being illegally used as a short cut for HGVs 40 ton muck lorries accessing Ferry Lane industrial area.

Amendment on behalf of the Conservative Group

The Council refers the issue of heavy good vehicles using prohibited roads within the South of Havering to the relevant Overview and Scrutiny Committee for an investigation, outlining issues faced and possible solutions.

The motion on behalf of the Independent Residents' Group was withdrawn by the Independent Residents' Group, with the agreement of Council.

25 **OVERVIEW AND SCRUTINY REVIEW (agenda item 10C)**

Motion on behalf of the Residents' Group and the Upminster and Cranham Residents Associations' Group

In February 2018, a cross party group of members put forward to the Governance Committee a report on changing the Overview and Scrutiny structure, in order to provide a more efficient and productive system of scrutiny. In light of the budget savings identified in the recent Council Tax setting meeting and the financial impact COVID-19 will have on borough finances, this council calls for a cross party group of members to re-visit this report and where appropriate provide further recommendations to the Governance Committee to recommend to council for implementation.

Amendment on behalf of the Conservative Group

Delete wording after 'will have on borough finances' and replace with:

The Council notes that the Governance Committee has already considered a report from a member-led review of the Overview & Scrutiny Structure and

decided that it was unsuitable for adoption due to shortcomings but refers the matter back to the Governance Committee for further consideration.

For clarity, the amended motion would read as follows:

In February 2018, a cross party group of members put forward to the Governance Committee a report on changing the Overview and Scrutiny structure, in order to provide a more efficient and productive system of scrutiny. In light of the budget savings identified in the recent Council Tax setting meeting and the financial impact COVID-19 will have on borough finances, the Council notes that the Governance Committee has already considered a report from a member-led review of the Overview & Scrutiny Structure and decided that it was unsuitable for adoption due to shortcomings but refers the matter back to the Governance Committee for further consideration.

The amendment on behalf of the Conservative Group was withdrawn by the Conservative Group, with the agreement of Council. The motion on behalf of the Residents' Group and Upminster and Cranham Residents Associations' Group was **NOT AGREED** by 28 votes to 23 with two abstentions (see division 4).

26 **PROPOSED ASYLUM SEEKER ACCOMMODATION (agenda item 10D)**

Motion on behalf of the Conservative Group

This Council welcomes the approach adopted by the Administration in seeking a review by the Home Office of the suitability of Palms Hotel to be used as accommodation for asylum seekers due to its location. It notes that this decision was taken without consultation with the Council, CCG or other agencies, and is concerned for the welfare, both physically and emotionally, of vulnerable people being placed at the Palms Hotel without adequate access to schooling, health facilities, transportation or wider social support and calls upon the government to enter negotiation with the Council immediately.

The motion on behalf of the Conservative Group was withdrawn by the Conservative Group. This withdrawal was agreed by Council by 52 votes to 0 with 1 abstention (see division 3).

27 **ACTIVE TRANSPORT FUNDING (agenda item 10E)**

Motion on behalf of the Labour Group

This Council welcomes the Government's recent announcement regarding funding for Active Transport facilities and welcomes the first tranche of funding, which the Department for Transport has indicatively allocated a sum of £100,000 to each individual borough and the balance of £1.7m to Transport for London. To receive any money under this or future tranches, Boroughs' and TfL will need to satisfy the Department that there are swift and meaningful plans in place to reallocate road space to cyclists and pedestrians, including on strategic corridors. This Council therefore, calls upon the Executive to apply for the funding available, if they haven't already done so. If the funding has already been applied for, have appropriate plans been prepared to enable improved cycle and walk ways within the Borough and if affirmative, this Council calls upon the Executive to publish them immediately to the public for consultation purposes.

Amendment on behalf of the Conservative Group

Delete wording after 'strategic corridors' and replace with:

The Council notes that the Executive Decision which was taken to apply for funding to Transport for London as part of the Active Transport scheme was published on 19 June and requests that the results of this application are circulated to all Members once known.

For clarity, the amended motion would read as follows:

This Council welcomes the Government's recent announcement regarding funding for Active Transport facilities and welcomes the first tranche of funding, which the Department for Transport has indicatively allocated a sum of £100,000 to each individual borough and the balance of £1.7m to Transport for London. To receive any money under this or future tranches, Boroughs' and TfL will need to satisfy the Department that there are swift and meaningful plans in place to reallocate road space to cyclists and pedestrians, including on strategic corridors. The Council notes that the Executive Decision which was taken to apply for funding to Transport for London as part of the Active Transport scheme was published on 19 June and requests that the results of this application are circulated to all Members once known.

The amendment on behalf of the Conservative Group was **AGREED** by 30 votes to 19 with 4 abstentions (see division 5).

RESOLVED:

This Council welcomes the Government's recent announcement regarding funding for Active Transport facilities and welcomes the first tranche of funding, which the Department for Transport has indicatively allocated a sum of £100,000 to each individual borough and the balance of £1.7m to Transport for London. To receive any money under this or future tranches, Boroughs' and TfL will need to satisfy the Department that there are swift and meaningful plans in place to reallocate road space to cyclists and pedestrians, including on strategic corridors. The Council notes that the Executive Decision which was taken to apply for funding to Transport for London as part of the Active Transport scheme was published on 19 June and requests that the results of this application are circulated to all Members once known.

28 VOTING RECORD

The record of voting decisions is attached as appendix 3 to these minutes.

Mayor

Appendix 1

Full Council 8 July – Leader's statement

Over the past few weeks we have seen lockdown restrictions begin to be eased in our borough and right across the country. It has been encouraging to see our parks, streets and town centres gradually return closer to normality.

Last weekend saw the reopening of pubs, restaurants and a whole host of other businesses. This also included hairdressers – which I'm sure like many people – I was very happy to be able to book in a long-overdue cut and finally shed the 'lockdown look'!

We know that our local businesses and economy have been badly impacted by coronavirus and the Council is doing everything possible to help them recover from the COVID-19 pandemic.

As well as distributing the financial support provided by the Government, the Council is also helping local businesses by offering advice and poster toolkits to allow them to re-open in a safe, socially distanced way.

It has been great to see so many residents returning to the high streets to support their local communities by shopping locally and helping Havering businesses back on their feet. The Council will continue to do the same.

Over the last couple of weeks – we have announced some bold measures to help our high streets.

From after Monday 3 August, all Council car parks and "stop and shop" on-street parking bays will be free of charge every Sunday.

The new "stop and shop" initiative provides one hour free parking in more than 1,000 on-street parking bays from Monday to Saturday.

At the same time, there will also be the launch of a new parking app – RingGo – that will give a 20 per cent discount on all parking charges using Covid-safe contactless payment via app, mobile phone or text.

I am also extremely proud of our new Havering Heroes free parking permit. We must not allow the life-saving work of our key workers to go unrecognised and our permit is a thank you for the sacrifices they have made during COVID-19. I hope other councils follow our lead.

Havering Council was one of the few local authorities to suspend parking charges as lockdown began. We are also one of the last to resume parking enforcement and charges.

We have and continue to work hand-in-hand with businesses to help our town centres become Covid-secure and ready to recover. As confidence returns to the high street, so will residents and just as we all came together to fight the pandemic, we must remain united to support local businesses.

One disappointing aspect of the easing of lockdown has been the amount of litter that has been left across our beautiful parks and open spaces.

While our parks and street cleaning staff are working tirelessly to keep Havering clean, the COVID-19 outbreak means some services have fewer people working in them than usual.

This means that bins cannot always be emptied as regularly as we would like so it's even more important that people use the bins provided. I ask residents that if they find a bin is already full please look for another one which is less full or walk your waste home.

I am pleased that as we edge closer to recovery we can also now resume our ambitious regeneration plans to provide more affordable homes for local people. This is even more important to ensure a bright future for our borough as we come out of the pandemic.

Last month – at a virtual planning committee meeting – our plans for a new retirement village on the Solar, Serena, Sunrise estate in Hornchurch were given the green light.

Our impressive proposals mean that our new retirement village will allow our older Havering residents to live fulfilling, independent lives in a state-of-the-art community, and to also access the support they might need in later life.

This development is part of the '12 Estates' regeneration programme, which will see around 3,500 homes delivered with our joint venture partner, Wates Residential, over the next 12 to 15 years. The £1 billion programme will seek to double the amount of council rented accommodation and more than double the number of affordable housing.

Elsewhere in the south of the borough, our joint venture with Notting Hill Genesis, to provide more affordable homes continues apace.

Last week saw the close of the latest public consultation – where residents had their say on plans for the first three sites – out of nine - to be developed along the A1306 corridor in Rainham.

It will provide up to 160 homes for local residents and will also include the relocation of the much-loved Silver Hall Social Club.

On Monday – I was delighted to visit our new development on Crow Lane in Romford, called 'Victory Place'. The site includes 82 brand new properties which the Council and Mercury Land Holdings have purchased to help tackle the housing shortage for family-sized homes.

Following on from the 42 homes at the Briar Road development in Harold Hill, which were made available last year, these brand new homes at Victory Place range from 1-bedroom apartments to a large number of 4-bedroom family homes.

I am both excited and proud to mark these milestones. It means we are a step closer to providing more affordable homes to local people. We are shaping our

communities of the future and promising to create a borough where people are proud to call home.

Most of what I have mentioned so far is promising and it provides us with a glimmer of hope that our borough will continue on the path to recovery from the pandemic.

However, this will only happen if we continue to be cautious, sensible and considerate of each other. Coronavirus has not gone away. As we have seen in Leicester – these new freedoms we can all enjoy can easily be reversed. While the number of cases in Havering is nowhere near the level which would call for a local lockdown, what's happening in Leicester should be a stark reminder to us all – we are not out of the woods yet.

We all need to continue with social distancing, and maintain effective respiratory and hand hygiene. Anyone with COVID-19 symptoms must self-isolate and request testing so that their close contacts can be traced before they unknowingly spread the infection further. Last week the Council published our local outbreak plan which provides a clear blue print for how we would respond in the event of an outbreak within our borough.

Our recovery will only continue if everyone keeps to the rules. Unfortunately if you don't behave sensibly, and maintain social distancing, you not only risk a new spike in coronavirus cases in our borough you also put yourself and all those you live with at risk. None of us want to go back to lockdown – so I ask all residents - whatever you do as rules are relaxed, please stay alert and stay safe.

We continue to review and take stock on how the coronavirus crisis has hit the Council's coffers. Last month, the first report on the financial impact of the coronavirus was submitted to the Overview & Scrutiny Board. This is the first report of a series to outline where we are and how we will respond to this crisis, each report relating to our COVID-19 response I shall be seeking to submit to the O/S board to help ensure that whatever we agree is the best that it can be.

Over the coming months, we must renew our commitment to our borough's future. We will need to work in a different way – not just Council Officers but also us as members and politicians. Politically, I very much hope that our “new normal” will mean we can come together to help and improve the lives of our residents.

On Sunday – I was honoured to join the millions of people across our country to mark 72 years of our NHS – with a national toast and applause.

Their birthday this year is particularly poignant – with the challenge of coronavirus. Their work over the past few months has saved countless lives and has been integral in keeping our country safe.

On behalf of all members and council staff – we thank you. The NHS is what makes our country so special and it was an honour to be able to celebrate this brilliant institution over the weekend.

Finally, I would like to say thank you again to our council staff, volunteers and agency colleagues who continue to work tirelessly to help us through this crisis.

I continue to be amazed at the length and breadth of the scale of support that has been provided by our council to our communities. Regardless, of their own fears, anxiety and personal experiences with the virus – our staff continue to help keep our frontline services running, support our most vulnerable residents and assist in our ability to come out of this stronger. With their commitment and my council's ambition – I am confident we will forge a new future for Havering together.



Appendix 2

FULL COUNCIL, Wednesday 8 July 2020

MEMBERS' QUESTIONS

Cost of Disputes with Former Employees

**1) To the Leader of the Council (Councillor Damian White)
From Councillor Ray Morgon**

During his budget speech to Council, the Leader of the Council stated that he wants to make Havering Council to be an employer of choice, a top one hundred UK organization. In light of his statement, would the Leader comment on a recent article in the Romford Recorder in relation to Havering Council spending well over £1 million in the last four years to resolve disputes with former employees.

Answer

The Council only uses settlement agreements in exceptional circumstances – principally when there is an employment dispute between the council and an employee. A settlement agreement may be used to agree the terms of an employee's departure or to resolve a dispute with an employee who continues to work for the council. Settlement agreements must comply with statutory requirements and, as importantly, be an effective use of public money.

Between 2016 and 2019, a number of disputes were resolved via the use of a settlement agreement. In November 2019, the council introduced a protocol which aims to reduce the use of expenditure on settlement agreements and eliminate any perception or expectation that poor performance or misconduct may be rewarded with a financial agreement.

A supplementary question asked if the Council hoped to be considered a top 100 employer. The Leader of the Council stated that both the Administration and officers were committed to making the Council an employer of note and that the Council had a clear aspiration to be a top 100 employer. Investment had been made in office accommodation and staff development such as the apprenticeship programme. The Leader added that he would not apologise for seeking to have the best working environment at the Council.

Wearing of PPE on Public Transport

2) To the Leader of the Council (Councillor Damian White) From Councillor David Durant

The Mayor of London has warned residents not to use public transport unless “absolutely necessary” and made oppressive mask wearing compulsory! Considering Havering residents pay a GLA precept was the Council Leader consulted about this and if so what is his view?

Answer

Havering would not expect to be consulted on these measures as the Mayor is responsible for operating public transport in London.

Wearing of face masks is now compulsory on public transport nationwide.

This requirement is consistent with the best available evidence provided by SAGE to inform the development of national policy. [DELVE: Report on face masks for the general public \(21 April 2020\)](#) states that ‘Face masks offer an important tool for managing community transmission of COVID19 within the general population..... Our analysis suggests that their use could reduce onward transmission by asymptomatic and pre-symptomatic wearers ... if used widely and correctly, face masks, including homemade cloth masks, can reduce viral transmission’.

Rates of COVID related mortality have been particularly high amongst transport workers and I am sure that Havering residents would want to do everything possible to protect staff delivering an essential public service.

What is important is that people remain safe and we beat this dreadful disease. The Government has set out how this will happen based on science, which includes wearing face coverings on public transport. It is important we follow this advice.

I personally want to be in a world which is Covid free. I hope all Members agree.

A supplementary question asked if the Leader agreed that the Mayor of London was biased against shops by insisting that face coverings would have to be worn. The Leader of the Council responded that public health professionals agreed that the wearing of face coverings reduced the transmission of Covid-19.

Disposal of Waste from Highways Maintenance

**3) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Ron Ower**

Could the Cabinet Member advise this Council, as to what happens to removed paving slabs and other waste generated through highways maintenance operations?

Answer

We aim to recycle as much as possible. Once any paving slabs are removed, depending on their condition, they can be reused as off-cuts and are stored within the Highways Depot. If items are damaged and cannot be reused by the council they are taken to an approved waste contractor who will, if possible recycle them depending on condition. All other waste generated is taken to an approved waste and recycling centre.

A supplementary question asked if an indication could be provided in writing of how much revenue had been received from the recycling of paving slabs. The Cabinet Member agreed that this would be provided.

Review of Environmental Policies

**4) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Keith Darvill**

What progress has been made by the Executive to review its policies relating to:-

- a) the impact of Climate Change;
- b) the improvement in Air Quality; and,
- c) the need to improve significantly the recycling of waste products.

In accordance with the motion resolved at Full Council on 10th July 2019?

Answer

Two officers have been appointed to take the air quality and climate change agenda forward. Actions to date include:

- The appointment of a pro bono consultant to research best practice and identify all Council activity which addresses the causes of climate change.
- Widening the remit of the Air Quality Action Plan Working Group to ensure that air quality and climate change are paramount across the council when creating policies, implementing changes and procurement.

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- The Air Quality Action Plan (AQAP) is also being reviewed. Some key achievements of the Plan are the planting of extra trees in poor air quality “hot spots” in the borough, the use of alternative fuels for council transport fleet and project work with schools to reduce idling of vehicles focusing on school pick up and drop off times.

The monitoring of large construction sites to ensure the reduction of emissions harmful to air quality is also underway.

A meeting was held with Lead Portfolio Members to consider the emerging issues from the Climate Change Policy Review. Members recognised the cross cutting nature of Havering’s response and asked for particular attention to be paid to measuring improvements and progress. A report to a Theme Board on options was requested.

The East London Waste Authority (ELWA) and their contractor Renewi are responsible for the disposal and recycling of household waste produced by Havering.

Havering currently collects plastic bottles, paper, card, cardboard, tins and cans within orange sacks, whilst batteries and small electrical can be collected separately but at the same time as the orange sack. We have the highest recycling rates within the Waste Authority area.

ELWA has recently indicated that it will be possible to trial a collection of glass at the kerbside. This is currently in the planning stages.

In the meantime, we encourage residents to try to reduce waste altogether.

A supplementary question asked why it had taken so long for an update to be received and when these plans would be considered by Overview and Scrutiny or Full Council. The Cabinet Member responded that procurement of services such as these took time but he was happy for this area to be looked at by Overview and Scrutiny.

5) This Question was withdrawn by the North Havering Residents’ Group

Service Charges to Council Tenants

**6) To the Cabinet Member for Housing (Councillor Joshua Chapman)
From Councillor Stephanie Nunn**

Council tenants, together with leaseholders in Council blocks are charged various service charges whether the service is provided or not. Does the Cabinet Member agree this is unethical and unfair?

Answer

Council tenants and leaseholders will only be charged for services they receive. If they do not receive a service, they won't be charged for it. This is required by the Local Government and Housing Act 1989 and the accounts are audited to ensure that we comply with the law.

A supplementary question why tenants had to pay for services such as CCTV if they did not use them. The Cabinet Member pointed out that tenants may benefit from e.g. CCTV in a neighbouring area that covered their property but he was also willing to look at a more nuanced approach. A review of CCTV on housing estates was also being undertaken. The Cabinet Member emphasised that tenants did not have to pay for a service they did not receive.

River Maintenance near Rainham Village Conservation Area

**7) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Jeffrey Tucker**

In view of new developments by Dovers Corner and in Rainham Village, please provide an update on any new infrastructure and planned maintenance of river and culverts to protect Rainham Village and Conservation Area from flooding?

Answer

All major developments must submit a flood risk assessment and drainage strategy to help prevent flooding within their site while incorporating sustainable drainage techniques.

A Planning condition upon the Dovers Corner development is the naturalisation of Pooles Sewer and returning it to a natural river. This will decrease the flood risk for the local area as Pooles Sewer is a direct "off take" from the River Ingrebourne where currently Pooles Sewer is under capacity. Naturalisation will increase the hydraulic capacity and water flow rate, reducing the risk of flooding.

The Environment Agency maintain the River Ingrebourne and will complete routine maintenance and any heavy maintenance works as necessary. We will also routinely inspect any river that runs through council owned land and complete routine maintenance. Any heavy maintenance works, such as dredging, will be considered should this be required. £1m will also be invested to dredge the lake in Harrow Lodge Park.

There is a designated flood storage area upstream of Beam Park managed and maintained by the Environment Agency and further upstream in Romford adjacent to the River Rom the "Land of the Fanns" are delivering a natural flood management project that will benefit the Rainham area regarding flood mitigation.

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Work will also be undertaken with the Council's Joint Venture partners to ensure new developments are fold risk assessed.

A supplementary question asked how drains in Rainham Village that were old and in need of repair would be maintained correctly. The Cabinet Member responded that there had not been any internal flooding in Rainham Properties since 2010. He was however happy to receive further details on this from Councillor Tucker. It was necessary to understand who was responsible for specific drains which in some cases was Thames Water. The Cabinet Member was also happy to arrange a site visit to Rainham in order to investigate further.

- 8) **This Question was withdrawn by the Upminster and Cranham Residents' Group**

Delivery of Social Housing

- 9) **To the Leader of the Council (Councillor Damian White)**
From Councillor Paul McGeary

What progress is being made with the Joint Venture Housing Development Projects and in particular when will the planned social housing properties be available to let to local residents?

Answer

The Council is a member of three joint ventures delivering new local homes for local people. These are:

Havering Wates Regeneration LLP

The Wates joint venture is set to deliver new homes across 12 former housing estates.

The programme is progressing well, with two sites fully demolished, planning permission secured for the Napier New Plymouth site and planning permission now agreed locally for Solar Serena Sunrise retirement development in Harrow Lodge Park. A hybrid planning application for Waterloo was submitted in June 2020, covering outline planning for the whole site with detailed planning for the first blocks. These first phase sites are expected to start construction in 2020/21 with the first homes expected to be ready for occupation in Summer 2022.

Bridge Close Regeneration LLP

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The Bridge Close scheme will deliver new homes on the site in central Romford. A planning submission for the first phase is expected later this year, with construction starting in 2022 and the first new homes ready for occupation in Summer 2025.

Rainham Beam Park Regeneration LLP

The Rainham Beam Park scheme will add new homes for the new Rainham Beam Park community in the south of the borough.

Outline planning permission has been secured for 8 of the 9 sites, with the ninth application expected to be considered shortly. Detailed planning applications will be submitted for the first three sites this year, with the remainder following from 2021. Construction will begin on phase one in 2021 with the first homes ready for occupation in Winter 2022.

Crow Lane

The Crow Lane development is being delivered by Hollybrook Construction in conjunction with Mercury Land Holdings and the Council. The scheme will deliver 82 new homes, including 38 three and four bed roomed houses the council has purchased and will be let to local families. These will be ready for occupation starting in Autumn 2020.

A total of 1,650 affordable rented homes will be available for let between 2020 and 2029.

The affordable rented homes will be available for letting after completion and let to local people that have been Havering residents for at least 6 years, as per the housing allocations policy. Sales of council-developed shared ownership and market sales units will also be targeted to local people first.

Havering's housing regeneration programme is one of the largest, if not the largest, active programme in London.

The affordable homes for rent from the Rainham JV with Notting Hill Genesis will be available for Havering residents via nomination rights as the other JVs where the council remains the owner. However, NHG will remain the owner of those properties. The following details the planned completion of affordable rented homes by year. These will replace homes knocked down as part of the regeneration programme.

2020: 38
2022: 221
2023: 231
2024: 213
2025: 233
2026: 247

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2027: 172

2028: 158

2029: 137

The Rent to Buy and Shared Ownership Schemes also indicate the Council's massive commitment to providing affordable housing across the Borough.

A supplementary question asked for details of the rent levels for the new properties. The Leader of the Council responded that reprovided properties would be at old Council rent levels. The rent levels for new properties would be blended depending on the size of the property.

Cycling and Walking Investment Strategy

**10) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Martin Goode**

Following the announcement made by the UK Government's Department for Transport regarding their Cycling and Walking Investment strategy. What safeguards will Havering Council, be considering when they start their review to implement any changes required for our current road layout, to encourage walking and cycling and enable continued social distancing as the lockdown restrictions begin to ease and what measures will be taken to assist the general public? In particular, to the many blind and partially sighted pedestrians, that use our walkways. Both guide dog and cane users rely on kerbs to navigate and it is crucial that a detectable kerb is maintained between vehicles – including bikes – and pedestrians.

Answer

Any measures brought in will be subject to equality and health impact assessments to ensure that all users of the highway, including those with a disability, will not face additional problems.

When applying for funding for social distancing measure, the council considered town centres, transport hubs such as stations and schools as to where social distancing would be required.

Signage for social distancing has been placed on lamp columns in the borough as a reminder to the public and some barriers have been placed in Romford town centre to manage queues to larger businesses.

There are currently no plans to remove existing kerbing separating the road and pavement. Should any footway widening be required, due care and consideration.

(No supplementary question).

Disabled Facilities Grant

- 11) **To the Cabinet Member for Health and Adult Social Care (Councillor Jason Frost)**
From Councillor Ray Morgon

In a recent Internal Audit of Disabled Facilities Grant, the audit report included comments such as not supported by documented procedures, cases are not consistently processed, Council open to allegations of discrimination and there is no internal control mechanism in place to identify when properties with a charge applied are being sold. Given these comments, would the Cabinet Member agree that Havering Council are far from being the most productive Council in London?

Answer

The DFG audit Report, was concluded on 15/3/2019, and gave the service a **moderate** level of assurance. Whilst it is acknowledged that the audit conclusions identified the need to enhance controls and improve risk management, it also identified that there was a basic sound set of controls within all the areas reviewed.

It is also of note that there was no evidence that cases were being processed inconsistently nor that there had been any discrimination, and that compliance with legislation was also noted. As already acknowledged, the Report identified a *risk* of inconsistency because the processes were not supported by fully documented procedures. These are now in place and Audit have the recommendations are met.

Revised processes are now in place to ensure the decisions made by the Council are clear and transparent. There is now in a single policy document produced in 2019 which is provided to all applicants to ensure the decision making process is visible to applicants.

On the specific issue of property charges, whilst Internal Audit recommended the charge be made to the land registry record, the legal advice concluded the council's interests are sufficiently protected through the current practice of using a local land charge, not a charge on the title register. Controls are now in place to monitor the placing and removal of such charges.

(No supplementary question).

Independent Review into Racism and Racial Discrimination

- 12) **To the Leader of the Council (Councillor Damian White)**
From Councillor David Durant

Does the Leader of the Council agree that holding a costly and potentially racist review into "institutional racism" in Havering and at Havering Council, in

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response to a police killing in America, is inflammatory and misplaced and liable to bring the Council into disrepute?

Answer

Let me categorically state that my decision to commission an independent review into race relations within the Council and wider borough, **is not** because I believe the Council is institutionally racist. I refer you back to the statement given at the AGM which confirms why it is a necessary step:

“The questions that have been raised about racism across the country following the tragic events in America that led to the death of George Floyd requires clear and decisive action. We must always fight for what is right and challenge ourselves to ensure that we do not allow complacency or injustice to enter our Council. Therefore, to guard against this, I am committing to an independent review of Havering Council and race relations in our borough more widely, and in particular, whether this Council has the policies and processes in place to erase bias and discrimination. The result of this report will be taken to our Cabinet.”

The global Black Lives Matters campaign has re-focused us on the impact of societal inequalities, reinforced by the PHE research into the disproportionate impact of covid-19 on our BAME communities.

This review will ensure the Council takes the right steps to address this.

A supplementary question asked if the Leader agreed that, whilst all black lives mattered, white lives and all lives also mattered. In response, the Council Leader stated that the Council had a legal duty to stamp out discrimination and that, by doing so, this would defuse community tension.

(Note: Due to time constraints, questions 13-15 were not considered at the meeting).

Educational Standards at Academies

- 13) **To the Cabinet Member for Education, Children & Families (Councillor Robert Benham)**
From Councillor Gillian Ford

Havering has 7 Academies delivering at an ‘Average’ educational standard, 4 Below Average Education’ and 2 ‘well below average’.

I assume the Council has made representation to the Regional Commissioner as a consequence of the low and unsatisfactory standard of education and therefore what action is being taken to improve educational standards at the above Academies?

Answer

In circumstances where the Local Authority has had concerns over an Academy, these are quickly raised with the Regional Schools Commissioner (RSC), and addressed at the next Trust review meeting that the RSC holds. Contact with the RSC is a business as usual interaction and discussions were recently held at the end of 2019.

Two years ago, in response to the drop in inspection grades across the Secondary sector, the Local Authority worked closely with the RSC and established an Improvement Board, which led a number of improvement projects, jointly funded by the LA and Academies. Some of this work has contributed to the recent improvement in Inspection grades.

Havering Education Services continues to work closely with all schools in the Borough, despite local authorities having no statutory responsibility for improving the quality of Academies. The Service has developed a tailored Quality Assurance (QA) process for Academies. The process involves offering a focussed review of individual school QA processes and a range of further support, including paired lesson observations, and inspection preparation. This approach is beginning to deliver positive outcomes as two Secondary Academy schools have already secured a 'Good' Ofsted outcome this academic year - . Marshalls Park were inspected in January 2020, and Drapers were inspected in March 2020. Additionally, the Local Authority expects other Secondary Academies to achieve a 'Good' Ofsted outcome when they are next inspected, and are forecasting reaching c80% of Secondary schools being Ofsted graded 'Good' or better at the end of the current academic year, which represents a significant improvement on 50% at this grade two years ago. This improvement will support the strong education performance across the Borough, where we already have 97% of Primary schools, and 100% of Special schools graded 'Good' or better.

The Local Authority has had little contact from the Regional Schools Commissioner's office prior to the pandemic regarding our secondary school performance due to the improvements identified above, but prior to that, we have an annual meeting with the RSC where we share our collective views about the priority schools and discuss the capacity of Academy Trusts to make the necessary improvements. The view of the RSC is that our Academy Trusts do have capacity, and they certainly are not considering re-brokering any of the schools that are not yet 'Good' or better.

The impact on vulnerable children of the Coronavirus Covid 19 Pandemic lockdown

**14) To the Cabinet Member for Education, Children & Families (Councillor Robert Benham)
From Councillor Tele Lawal**

In view of the concerns for the well being of children expressed by experts and psychologists what steps are being taken by the Council to work with schools to mitigate the harm caused to pupils by the lockdown and non attendance at schools.

Answer

The Council has been pro-active throughout the pandemic, working closely with schools and early years providers to ensure that children continue to be supported. This has included close working between Council officers and schools to identify any risks to specific children, with plans put in place to mitigate these risks.

The Council has also shared a wide range of guidance specifically related to Safeguarding and Child Protection, as well as providing resources to support the emotional wellbeing and mental health of children. As well as accessing resources from leading national agencies, such as Anna Freud and Child Bereavement UK, the Education Services team have also worked with local organisations such as the Havering and Brentwood Bereavement Services to develop local support. Regular briefings are being provided to school SEN Coordinators (SENCO's) and Dedicated Safeguarding Leads (DSL's).

Further guidance and resources for schools when dealing with bereavement has also been provided, including a policy template. In addition, the NELFT CAMHS service has provided schools with an overview of the resources available which aims to help school staff navigate the wealth of information available during the coronavirus situation to support their own wellbeing and that of the children and families in their care. The CAMHS service are also increasing their resources so that schools and pupils can be fully supported when pupils return to school in greater numbers, and the Council is working with its Health partners to ensure that the local CAMHS service has targeted resources to support schools when greater numbers of pupils return.

In addition, Early Help and statutory social work services continue to use existing assessment tools to clearly capture and identify emotional well-being needs which may have been influenced by the pandemic lockdown and associated challenges. This work is clearly communicated and discussed with schools through a variety of networks and is regularly reviewed.

The Local Authority has also received a number of laptops from the Government and so far has identified 450-500 to be allocated in total, of which over 130 have been collected so far, which will help young people connect with their social worker and schools.

Repair of Potholes

**15) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Gerry O'Sullivan**

In a recent report from the RAC, it stated that many Councils have a "Patch and Dash" approach to the repair of potholes. What steps has the Cabinet Member taken to ensure that this does not happen in Havering?

Answer

During the last financial year over £10 million capital funding has been invested into the local highway network. The RAC report is requesting councils to invest in road repair/replacement which is what Havering is achieving. The "patch and dash" approach to pothole repairs is not an approach that Havering follows under normal circumstances. However, there are certain circumstances when this approach is unavoidable:-

- (1) Where the pothole is in a location requiring major traffic management or road closures. This is because these arrangements can take up to three months to be implemented, delaying when the pothole can be permanently repaired.
- (2) Where surfacing material is not available for a permanent repair to be undertaken.
- (3) Where the location of the pothole is flooded, reducing the longevity of any permanent repair. In these cases the area is made safe until it has dried / can be dried.
- (4) In cases where severe weather conditions and increased pothole volumes require temporary repairs to be undertaken, temporary repair approaches can be used to ensure all potholes are made safe in the fastest possible time scale.

Temporary repairs are only used where there is a need for urgency, a permanent repair is always undertaken at a later date. Engineers have commenced trialling recycled materials during carriageway resurfacing within the Borough and will be monitoring performance.

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DIVISION NUMBER:	1	2	3	4	5
The Mayor [Cllr. Cllr John Mylod]	X	X	✓	X	✓
The Deputy Mayor [Cllr Christine Vickery]	X	X	✓	X	✓
CONSERVATIVE GROUP					
Cllr Robert Benham	X	X	0	0	✓
Cllr Ray Best	X	X	✓	X	✓
Cllr Joshua Chapman	X	X	✓	X	✓
Cllr John Crowder	X	X	✓	X	✓
Cllr Philippa Crowder	X	X	✓	X	✓
Cllr Michael Deon Burton	X	X	✓	X	✓
Cllr Osman Dervish	X	X	✓	X	✓
Cllr Jason Frost	X	X	✓	X	✓
Cllr Judith Holt	X	X	✓	X	✓
Cllr Sally Miller	X	X	✓	X	✓
Cllr Robby Misir	X	X	✓	X	✓
Cllr Dilip Patel	X	X	✓	X	✓
Cllr Nisha Patel	X	X	✓	X	✓
Cllr Viddy Persaud	X	X	✓	X	✓
Cllr Roger Ramsey	X	X	✓	X	✓
Cllr Timothy Ryan	X	X	✓	X	✓
Cllr Carol Smith	X	X	✓	X	✓
Cllr Christine Smith	X	X	✓	X	✓
Cllr Matt Sutton	X	X	✓	X	✓
Cllr Maggie Themistocli	X	X	✓	X	✓
Cllr Ciaran White	X	X	✓	X	✓
Cllr Damian White	X	X	✓	X	✓
Cllr Michael White	X	X	✓	X	✓
RESIDENTS' GROUP					
Cllr Nic Dodin	0	✓	✓	✓	X
Cllr Paul Middleton	✓	✓	✓	✓	X
Cllr Raymond Morgon	✓	✓	✓	✓	X
Cllr Barry Mugglestone	✓	✓	✓	✓	X
Cllr Stephanie Nunn	0	✓	✓	✓	X
Cllr Gerry O'Sullivan	✓	✓	✓	✓	X
Cllr Reg Whitney	✓	✓	✓	✓	X
UPMINSTER & CRANHAM RESIDENTS' GROUP					
Cllr Gillian Ford	✓	✓	✓	✓	X
Cllr Linda Hawthorn	✓	✓	✓	✓	X
Cllr Ron Ower	✓	✓	✓	✓	X
Cllr John Tyler	0	✓	✓	✓	X
Cllr Linda Van den Hende	✓	✓	✓	✓	X
Cllr Christopher Wilkins	✓	✓	✓	✓	X
INDEPENDENT RESIDENTS' GROUP					
Cllr David Durant	✓	✓	✓	✓	0
Cllr Tony Durdin	✓	✓	✓	✓	0
Cllr Natasha Summers	✓	✓	✓	✓	0
Cllr Jeffrey Tucker	✓	✓	✓	0	0
Cllr Graham Williamson	✓	✓	✓	✓	X
LABOUR GROUP					
Cllr Carole Beth	✓	✓	✓	✓	X
Cllr Keith Darvill	✓	✓	✓	✓	X
Cllr Tele Lawal	A	A	A	A	A
Cllr Paul McGeary	✓	✓	✓	✓	X
Cllr Denis O'Flynn	✓	✓	✓	✓	X
NORTH HAVERING RESIDENTS' GROUP					
Cllr Brian Eagling	X	X	✓	X	✓
Cllr Martin Goode	X	X	✓	X	✓
Cllr Darren Wise	X	X	✓	X	✓
INDEPENDENT					
Cllr Bob Perry	X	✓	✓	✓	X
Cllr Jan Sargent	X	X	✓	✓	✓
Cllr Melvin Wallace	X	X	✓	X	✓
TOTALS					
✓ = YES	19	23	52	23	30
X = NO	31	30	0	28	19
0 = ABSTAIN/NO VOTE	3	0	1	2	4
ID = INTEREST DISCLOSED/NO VOTE	0	0	0	0	0
A = ABSENT FROM MEETING	1	1	1	1	1
	54	54	54	54	54

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FULL COUNCIL, Wednesday 9 September 2020

MEMBERS' QUESTIONS

Quality Assurance in Residential Accommodation for the Elderly

**1) To the Leader of the Council (Councillor Damian White)
From Councillor Reg Whitney**

In a recent radio interview, the Leader stated that he had introduced the Quality Review Panel. We would certainly agree the need to ensure quality developments are built in Havering, so would the Leader explain why on the Serena, Solar and Sunrise complex for elderly residents they will have to take their rubbish down in the lift and then walk outside to dispose of it.?

Capital Borrowing

**2) To the Cabinet Member for Finance & Property (Councillor Roger Ramsey)
From Councillor Christopher Wilkins**

Could the Cabinet Member give details of all the Capital Borrowing the Council currently has, what purpose it is for, as well as the cost of servicing the debt. The reason I am interested is that the Council seems to be using a lot of Capital Borrowing recently. The latest news is that the Council will be taking over the building of the first stage of the much-publicised Wates collaboration. Wates have withdrawn and Havering will be providing the £20M shortfall. Can you confirm where the funding is coming from? This is in addition to the properties that have been recently bought on the new Crow Lane development. Borrowing rates are low at the moment, but repayments still need to be made. I raised concerns at full Council in February, and also mentioned that some of the Council's borrowing may be considered to be reckless, in view of the financial uncertainties at that time.

Vision Screening in Schools

**3) To the Cabinet Member for Education, Children and Families (Councillor Robert Benham)
From Councillor Keith Darvill**

The NHS recommends Vision Screening for 4 to 5 year olds and according to Public Health England they are usually carried out in schools. Do all primary schools in Havering carry out such screening test?
If any schools do not carry such test will the Leader a Member disclose those schools and the reasons why they fail to carry such important screening?

Installation of CCTV Cameras in Rainham Village

**4) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Jeffrey Tucker**

In Calendar Brief (10/8) the Cabinet Member for highways recognised the many complaints from residents and businesses about HGVs illegally using Rainham Village Conservation Area as a short-cut to Ferry Lane industrial area.

The solution is to install CCTV cameras at the junction of Bridge Road and Lamson Road by the roundabout by Tesco, Rainham. This solution has the support of London Riverside (BID) Ltd, GLA Assembly Member Keith Prince and local Councillors and is particularly necessary due to an increase in waste facilities in the area. On September 16th the Cabinet will be discussing its CCTV strategy. Will this matter be included on the agenda?

Care Home Visits following the Lifting of Government Restrictions

**5) To the Cabinet Member for Adult & Social Care (Councillor Jason Frost)
From Councillor Martin Goode**

Can the Cabinet Member please confirm what arrangements have been made following the governments guidance to Councils on the restarting of care home visits?

In particular, for the many residents of Havering, who are living with some form of dementia. The importance of regular visits from families and friends play a significant role in their care and wellbeing, regular contact with loved ones not only helps people living with dementia to feel secure, but also helps them to maintain basic cognition and communication skills.

Coronavirus has disproportionately impacted people affected by dementia and lockdown restrictions have meant little to no contact with loved ones in care homes.

Public Space Protection Orders around Schools

**6) To the Cabinet Member for Public Protection and Safety (Councillor Viddy Persaud)
From Councillor Ray Morgon**

Would the Cabinet Member confirm why the Council allowed the Public Space Protection Orders around schools to expire in November 2019?

SERCO Contractual Obligations

**7) To the Cabinet Member for Finance & Property (Councillor Roger Ramsey)
From Councillor Linda Van den Hende**

Can the Cabinet Member please give details as to the financial sanctions which apply to SERCO for missed collections, including the requirements placed on SERCO for remedial action?

Review of Private Sector Leasing

**8) To the Cabinet Member for Housing (Councillor Joshua Chapman)
From Councillor Paul McGeary**

Will the Lead Member for Housing make a statement about the progress in reviewing Private Sector Leasing arrangements and when does he anticipate announcing his proposals?

HGV Traffic in East Hall Lane

**9) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor David Durant**

At last meeting the Mayor kindly presented a petition on behalf of the residents of Wennington Village. In response the Cabinet Member for highways promoted a scheme in Calendar Brief (10/8) to remove East Hall Lane from the local 'weight zone' which means HGVs would only be able to access East Hall Lane from the A1306.

This would be very welcome news to residents who are subject to high speed HGVs driving along Wennington Road at all hours to access a site in East Hall Lane, operating without planning permission – a situation that has been on-going for many years. Please can the Cabinet Member provide an update on how soon this scheme can be progressed?

Public Realm Works at Harold Wood Station

**10) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Darren Wise**

Now that we are easing out of lockdown, could the Cabinet Member confirm the situation of the public realm works at Harold Wood station, when the remaining work will be completed and what representations has the Council made to get the station works finished?

Enquiry System Compatibility

**11) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Paul Middleton**

Would the Cabinet Member confirm why applications like "Love Clean Streets" do not link up with other systems to ensure that the enquiry can be properly tracked?

Town Investment Fund

**12) To the Leader of the Council (Councillor Damian White)
From Councillor John Tyler**

The Government has announced a Town Investment Fund to assist with safeguarding the future of our High Streets, can the Leader please inform us how much Havering has bid for this support for each of our Town Centres?

Management of Borough Sports and Leisure Facilities

**13) To the Cabinet Member for Public Protection & Safety (Councillor Viddy Persaud)
From Councillor Keith Darvill**

What steps are taken to monitor the level of complaints relating to the management and operation of the Borough's sports and leisure facilities and are performance and the delivery of service level agreements monitored regularly to enable performance disclosure to the relevant Overview & Scrutiny Sub Committee?

Hall Lane Pitch & Putt

**14) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor David Durant**

The Hall Lane Pitch & Putt was included as an Open Space in the draft Local Plan as part of Havering's Open Space Strategy, but was removed to facilitate building on the land. Please can the Cabinet Member advise Council who took this decision?

Harrow Lodge Park

**15) To the Cabinet Member for Environment (Councillor Osman Dervish)
From Councillor Stephanie Nunn**

Would the Cabinet Member explain why silt has been allowed to make its way back into the lake at Harrow Lodge Park and why has oil been allowed to build up to the side of the silt lagoon?

COUNCIL, 9 SEPTEMBER 2020

MOTIONS

A. CONSTITUTION REVIEW

Motion on behalf of the Residents' and Upminster and Cranham Residents Associations' Groups

Democracy, Fairness and the Rule of Law is the backbone of what makes Britain great and the envy of many countries around the world. However, in Havering, under the current Leadership, these principles have been eroded over the past two years to the detriment of this Council.

As a result, this council calls for an urgent review of the relevant parts of the Constitution such as the Council Procedure Rules, Overview and Scrutiny Committee Procedure Rules and the Committee Procedure Rules to strengthen procedures and bring forward to the Governance Committee appropriate changes to the constitution to bring back democracy, fairness, transparency and adherence to rules and the law.

Amendment on behalf of the Conservative Group

Democracy, Fairness and the Rule of Law is the backbone of what makes Britain Great and the envy of many countries around the world.

As part of this, Council recognises the well-developed system of overview and scrutiny that exists within the London Borough of Havering, empowering all non-Executive Councillors to take part within democratic debate. Furthermore, it notes the approach adopted by the Administration in seeking to keep all members of the council informed and updated during the national lockdown with weekly all member briefs and weekly group leader meetings, going significantly above and beyond what many other authorities did. Whilst recognising that democracy, fairness, transparency and the adherence to the rules of the law are the hallmark of the London Borough of Havering, Council requests that the Monitor Officer examines the constitution and make recommendations to the Governance Committee for any areas that require modernisation.

B.. SCHOOL PERFORMANCE

Motion on behalf of the Labour Group

This Council is concerned at the decline in the performance of many of Havering's Secondary Schools and calls on the Executive to re-evaluate its role in maintaining and improving schools.

Amendment on behalf of the Conservative Group

The Council recognises that every secondary school within Havering is an academy, which is separate from the Local authority and responsible to the regional schools commissioner for their individual performance. However, it welcomes the Administration's support for all schools within Havering, and work already done through the various schools forums to help support schools and drive up performance. Therefore the Council requests that a report be submitted to the Children and Learning Overview and Scrutiny Sub-Committee outlining the measures of support currently provided to Havering schools by the Council to look at any other support it is felt could be provided by the authority to further enhance school performance.



COUNCIL, 9 September 2020

REPORT OF THE CHIEF EXECUTIVE

Appointment of a Monitoring Officer

Following the appointment of Abdus Choudhury, Deputy Director of Legal & Governance, arrangements are needed to secure the continued exercise of the powers and duties as the Council's Monitoring Officer.

RECOMMENDATIONS

1. That the following individual be authorised to exercise the responsibilities of the statutory officer indicated:
Monitoring Officer Abdus Choudhury, Deputy Director Legal & Governance (oneSource), with immediate effect.
2. Pursuant to that appointment the delegations and references made to that statutory role in the Constitution be amended accordingly.
3. To note that the Monitoring Officer appoints Daniel Fenwick as Deputy Monitoring Officer, who will exercise the responsibilities of the statutory officer in his absence.

Staff Contact: Andy Beesley, Head of Democratic Services
Andrew.beesley@onesource.co.uk

Andrew Blake-Herbert
Chief Executive

Background Papers

None.

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Havering
LONDON BOROUGH

FULL COUNCIL, 9 SEPTEMBER 2020

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: DATES OF COUNCIL MEETINGS, 2020/21

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

A report was presented to the annual meeting in June which explained that as a result of the COVID pandemic, the schedule of council meetings be agreed until September where a further report would be presented agreeing to dates for the remainder of the 2020/21 municipal year.

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

DATES FOR REMINDER OF 2020/21 MUNICIPAL YEAR

2020

18 November

2021

20 January

24 February (Council Tax Setting)

24 March

19 May (Annual Meeting)

These dates are subject to any change that may subsequently be agreed by the Mayor, following consultation with Group Leaders.

In accordance with the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, meetings of Council will be conducted remotely.

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

Dates of Cabinet and Committee meetings are appended to the report for **information purposes only** and are subject to change.

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

RECOMMENDATIONS

That:

1. The Council fixes the date of its meetings for the remainder of the 2020/21 municipal year;
2. Changes to the date of meetings of Council be determined by the Mayor, following consultation with Group Leaders;

Staff Contact:
Designation;
Email:

Andrew Beesley
Principal Democratic Services Officer
Anthony.clements@onesource.co.uk

**Andrew Blake Herbert
Chief Executive**

Background paper List

There are no background papers.

<i>Public and School Holidays</i>		
09-Sep-20	Wednesday	FULL COUNCIL
10-Sep-20	Thursday	Strategic Planning
11-Sep-20	Friday	
12-Sep-20	Saturday	
13-Sep-20	Sunday	
14-Sep-20	Monday	
15-Sep-20	Tuesday	Individuals
16-Sep-20	Wednesday	Cabinet
17-Sep-20	Thursday	Children
18-Sep-20	Friday	
19-Sep-20	Saturday	
20-Sep-20	Sunday	
21-Sep-20	Monday	
22-Sep-20	Tuesday	T&C
23-Sep-20	Wednesday	HWB; O&S Board
24-Sep-20	Thursday	Planning; Health
25-Sep-20	Friday	
26-Sep-20	Saturday	
27-Sep-20	Sunday	
28-Sep-20	Monday	
29-Sep-20	Tuesday	HAC
30-Sep-20	Wednesday	C&D
01-Oct-20	Thursday	Pensions
02-Oct-20	Friday	
03-Oct-20	Saturday	
04-Oct-20	Sunday	
05-Oct-20	Monday	
06-Oct-20	Tuesday	
07-Oct-20	Wednesday	O&S Board
08-Oct-20	Thursday	Strategic Planning
09-Oct-20	Friday	
10-Oct-20	Saturday	
11-Oct-20	Sunday	
12-Oct-20	Monday	
13-Oct-20	Tuesday	
14-Oct-20	Wednesday	Cabinet
15-Oct-20	Thursday	
16-Oct-20	Friday	
17-Oct-20	Saturday	
18-Oct-20	Sunday	
19-Oct-20	Monday	
20-Oct-20	Tuesday	
21-Oct-20	Wednesday	HWB
22-Oct-20	Thursday	Planning
23-Oct-20	Friday	
24-Oct-20	Saturday	
25-Oct-20	Sunday	
26-Oct-20	Monday	School holidays
27-Oct-20	Tuesday	"
28-Oct-20	Wednesday	"
29-Oct-20	Thursday	"
30-Oct-20	Friday	"
31-Oct-20	Saturday	
01-Nov-20	Sunday	
02-Nov-20	Monday	
03-Nov-20	Tuesday	
04-Nov-20	Wednesday	Governance
05-Nov-20	Thursday	Strategic Planning
06-Nov-20	Friday	
07-Nov-20	Saturday	
08-Nov-20	Sunday	
09-Nov-20	Monday	
10-Nov-20	Tuesday	
11-Nov-20	Wednesday	Cabinet
12-Nov-20	Thursday	Pensions
13-Nov-20	Friday	
14-Nov-20	Saturday	
15-Nov-20	Sunday	
16-Nov-20	Monday	
17-Nov-20	Tuesday	C&D
18-Nov-20	Wednesday	FULL COUNCIL

19-Nov-20	Thursday		Planning
20-Nov-20	Friday		
21-Nov-20	Saturday		
22-Nov-20	Sunday		
23-Nov-20	Monday		
24-Nov-20	Tuesday		HAC
25-Nov-20	Wednesday		HWB; Adj&Review; T&C
26-Nov-20	Thursday		Individuals
27-Nov-20	Friday		
28-Nov-20	Saturday		
29-Nov-20	Sunday		
30-Nov-20	Monday		
01-Dec-20	Tuesday		Environment
02-Dec-20	Wednesday		O&S Board
03-Dec-20	Thursday		Strategic Planning
04-Dec-20	Friday		
05-Dec-20	Saturday		
06-Dec-20	Sunday		
07-Dec-20	Monday		
08-Dec-20	Tuesday		Children's
09-Dec-20	Wednesday		Cabinet
10-Dec-20	Thursday		Health
11-Dec-20	Friday		
12-Dec-20	Saturday		
13-Dec-20	Sunday		
14-Dec-20	Monday		
15-Dec-20	Tuesday		Pensions
16-Dec-20	Wednesday		JVWP
17-Dec-20	Thursday		Planning
18-Dec-20	Friday		
19-Dec-20	Saturday		
20-Dec-20	Sunday		
21-Dec-20	Monday	School holidays	
22-Dec-20	Tuesday	"	HAC
23-Dec-20	Wednesday	"	HWB
24-Dec-20	Thursday	"	
25-Dec-20	Friday	CHRISTMAS DAY	
26-Dec-20	Saturday		
27-Dec-20	Sunday		
28-Dec-20	Monday	School holidays	
29-Dec-20	Tuesday	"	
30-Dec-20	Wednesday	"	
31-Dec-20	Thursday	"	
01-Jan-21	Friday	NEW YEAR'S DAY	
02-Jan-21	Saturday		
03-Jan-21	Sunday		
04-Jan-21	Monday		
05-Jan-21	Tuesday		
06-Jan-21	Wednesday		Governance
07-Jan-21	Thursday		Strategic Planning
08-Jan-21	Friday		
09-Jan-21	Saturday		
10-Jan-21	Sunday		
11-Jan-21	Monday		
12-Jan-21	Tuesday		
13-Jan-21	Wednesday		Cabinet
14-Jan-21	Thursday		Planning
15-Jan-21	Friday		
16-Jan-21	Saturday		
17-Jan-21	Sunday		
18-Jan-21	Monday		
19-Jan-21	Tuesday		
20-Jan-21	Wednesday		FULL COUNCIL
21-Jan-21	Thursday		
22-Jan-21	Friday		
23-Jan-21	Saturday		
24-Jan-21	Sunday		
25-Jan-21	Monday		
26-Jan-21	Tuesday		HAC
27-Jan-21	Wednesday		HWB; Licensing
28-Jan-21	Thursday		Strategic Planning
29-Jan-21	Friday		
30-Jan-21	Saturday		
31-Jan-21	Sunday		
01-Feb-21	Monday		

02-Feb-21	Tuesday		
03-Feb-21	Wednesday		O&S Board (C-tax)
04-Feb-21	Thursday		
05-Feb-21	Friday		
06-Feb-21	Saturday		
07-Feb-21	Sunday		
08-Feb-21	Monday		
09-Feb-21	Tuesday		T&C
10-Feb-21	Wednesday		Cabinet (C-Tax)
11-Feb-21	Thursday		Planning
12-Feb-21	Friday		
13-Feb-21	Saturday		
14-Feb-21	Sunday		
15-Feb-21	Monday	School holidays	
16-Feb-21	Tuesday	"	Health
17-Feb-21	Wednesday	"	C&D
18-Feb-21	Thursday	"	Environment
19-Feb-21	Friday	"	
20-Feb-21	Saturday		
21-Feb-21	Sunday		
22-Feb-21	Monday		
23-Feb-21	Tuesday		Audit
24-Feb-21	Wednesday		HWB; FULL COUNCIL (C-TAX)
25-Feb-21	Thursday		Strategic Planning
26-Feb-21	Friday		
27-Feb-21	Saturday		
28-Feb-21	Sunday		
01-Mar-21	Monday		
02-Mar-21	Tuesday		HAC
03-Mar-21	Wednesday		individuals
04-Mar-21	Thursday		Children's
05-Mar-21	Friday		
06-Mar-21	Saturday		
07-Mar-21	Sunday		
08-Mar-21	Monday		
09-Mar-21	Tuesday		Governance
10-Mar-21	Wednesday		O&S Board
11-Mar-21	Thursday		Planning
12-Mar-21	Friday		
13-Mar-21	Saturday		
14-Mar-21	Sunday		
15-Mar-21	Monday		
16-Mar-21	Tuesday		Pensions
17-Mar-21	Wednesday		Cabinet
18-Mar-21	Thursday		
19-Mar-21	Friday		
20-Mar-21	Saturday		
21-Mar-21	Sunday		
22-Mar-21	Monday		
23-Mar-21	Tuesday		JV WP
24-Mar-21	Wednesday		FULL COUNCIL
25-Mar-21	Thursday		Strategic Planning
26-Mar-21	Friday		
27-Mar-21	Saturday		
28-Mar-21	Sunday		
29-Mar-21	Monday		
30-Mar-21	Tuesday		HAC
31-Mar-21	Wednesday		HWB
01-Apr-21	Thursday		
02-Apr-21	Friday	School holidays	GOOD FRIDAY
03-Apr-21	Saturday	"	
04-Apr-21	Sunday	"	
05-Apr-21	Monday	"	BANK HOLIDAY MONDAY
06-Apr-21	Tuesday	"	
07-Apr-21	Wednesday	School holidays	
08-Apr-21	Thursday	"	Planning
09-Apr-21	Friday	"	
10-Apr-21	Saturday	"	
11-Apr-21	Sunday	"	
12-Apr-21	Monday	School holidays	
13-Apr-21	Tuesday	"	
14-Apr-21	Wednesday	"	Cabinet
15-Apr-21	Thursday	"	
16-Apr-21	Friday	"	
17-Apr-21	Saturday		

18-Apr-21	Sunday	
19-Apr-21	Monday	
20-Apr-21	Tuesday	
21-Apr-21	Wednesday	
22-Apr-21	Thursday	Strategic Planning
23-Apr-21	Friday	
24-Apr-21	Saturday	
25-Apr-21	Sunday	
26-Apr-21	Monday	
27-Apr-21	Tuesday	HAC
28-Apr-21	Wednesday	HWB; Audit
29-Apr-21	Thursday	Adj&Review
30-Apr-21	Friday	
01-May-21	Saturday	
02-May-21	Sunday	
03-May-21	Monday	BANK HOLIDAY
04-May-21	Tuesday	
05-May-21	Wednesday	Governance
06-May-21	Thursday	Planning
07-May-21	Friday	
08-May-21	Saturday	
09-May-21	Sunday	
10-May-21	Monday	
11-May-21	Tuesday	
12-May-21	Wednesday	Cabinet
13-May-21	Thursday	
14-May-21	Friday	
15-May-21	Saturday	
16-May-21	Sunday	
17-May-21	Monday	
18-May-21	Tuesday	
19-May-21	Wednesday	ANNUAL COUNCIL
20-May-21	Thursday	
21-May-21	Friday	
22-May-21	Saturday	
23-May-21	Sunday	
24-May-21	Monday	
25-May-21	Tuesday	
26-May-21	Wednesday	
27-May-21	Thursday	
28-May-21	Friday	
29-May-21	Saturday	
30-May-21	Sunday	
31-May-21	Monday	BANK HOLIDAY
01-Jun-21	Tuesday	

COUNCIL, 9 September 2020

REPORT OF THE CHIEF EXECUTIVE

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

SUMMARY

Under paragraph 18e of the Overview and Scrutiny Procedure Rules, the Leader of the Council is required to submit reports to Council on decisions taken by himself, Cabinet or individual Cabinet members, or key decisions made by a member of staff in the circumstances set out in Rule 18 (exemption to the call-in (requisition) procedure) within the previous 3 months.

Owing to the exceptional circumstances caused by the COVID pandemic, the report lists matters exempt from call-in between 30 March to 31 July 2020.

RECOMMENDATIONS

That the report be noted.

REPORT DETAIL

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

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

The period covered by this report includes decision making that took place during the Coronavirus pandemic when normal regulations were suspended, including Call-in. In order to allow for the business of the Council to be conducted expeditiously and in response to the crisis, daily meetings took place to ensure that a process of governance was established and to maintain full transparency in the decision making process during this period.

Under the law, any decision made under Special Urgency must have the agreement of the Chair of the Overview and Scrutiny Board who must be satisfied that the case of Special Urgency is urgent and cannot reasonably be deferred. In all cases of Special urgency listed below, the agreement of the Chair of the Overview and Scrutiny Board was given in writing.

A full list of the Executive Decisions made under Special Urgency procedures between 30th March and 31st July appears below. This also includes key decisions made not subject to Call-in following Gold Command.

Decision	Decision Maker	Date	Reason for Special Urgency
Implementation of Business Continuity Measures- Bereavement & Registration Services	Leader of the Council	31.3.20	To take the best possible action during the Covid-19 emergency to protect the health and safety of all Havering residents. Urgent matter which could not reasonably be deferred.
Closure of PASC Service for Housing Demand	Patrick Odling-Smee, Director of Housing	31.3.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could not reasonably be deferred.
Suspension of the Housing Choice and Application Lettings Policy	Patrick Odling-Smee, Director of Housing	31.1.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could not reasonably be deferred.
Temporary changes to housing repairs and maintenance services	Patrick Odling-Smee, Director of Housing	1.4.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter, which could not reasonably be deferred.

Decision	Decision Maker	Date	Reason for Special Urgency
Microsoft Cloud Enrolment Agreement	Jane West, Chief operating Officer	1.4.20	No Call-in due to Gold Command
Changes to the Council's Complaint Policy and Procedure as a result of the Covid-19 Crisis	Andrew Blake-Herbert, Chief Executive	1.4.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could not reasonably be deferred.
Temporary closure due to coronavirus of Havering Library Service, Havering Music School, Fairkytes Arts Centre, sports events and activities	Andrew Blake-Herbert, Chief Executive	2.4.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could not reasonably be deferred.
Approval to implement the waste services business continuity plan in response to Covid-19 outbreak should resource levels drop below the prescribed threshold and agree the service option outlined in this report	Leader of the Council	2.4.20	In accordance with Government directives in line with the Coronavirus pandemic to protect the health and wellbeing of Havering Residents. Urgent matter which could not reasonably be deferred.
Temporary Closure of the Cocoon during Covid-19	Robert South, Director of Children's Services	3.4.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could

			not reasonably be deferred.
Decision	Decision Maker	Date	Reason for Special Urgency
Temporary Closure of Romford Market	Leader of the Council	3.4.20	To protect and maintain the wellbeing of Havering residents during the Coronavirus outbreak. Urgent matter which could not reasonably be deferred.
Resilience of Children's Centres and MyPlace Youth and Community Centre during Covid-19 Pandemic	Robert South, Director of Children's Services	06.04.20	In accordance with Government directives in line with the Coronavirus pandemic to protect the health and wellbeing of Havering residents. Urgent matter, which could not reasonably be deferred.
Approval to deliver a range of emergency economic development services in relation to the Coronavirus Pandemic and its impact on the Havering Economy	Andrew Blake-Herbert, Chief Executive	06.04.20	In order to act as quickly as possible and to take appropriate action in the light of the Coronavirus pandemic in the best interests of Havering residents. Urgent matter which could not reasonably be deferred.

Decision	Decision Maker	Date	Reason for Special Urgency
Implementation of Business Continuity Measures – Bereavement & Registration Service	Leader of the Council	07.04.20	In order to take the best possible action during the Coronavirus pandemic. Urgent matter which could not reasonably be deferred.
Adoption of Statement of Gambling Policy 2020-2023	Cabinet	07.04.20	No Call-In due to Gold Command
COVID-19 Update on Business Rates, Council Tax Support, the Emergency Assistance Scheme and the Income Management Plan	Leader of the Council	09.04.20	To allow the Council to make best provision for Havering business and residents during the Coronavirus pandemic. Urgent matter which could not reasonably be deferred.
Temporary HR Procedure Variations (Covid-19)	Leader of the Council	09.04.20	To make temporary provision for employees in the light of coronavirus pandemic. Urgent matter which could not reasonably be deferred.
To implement the amalgamation of St Ursula's Catholic Infant School and St Ursula's Catholic Junior School	Cabinet Member for Education, Children and Families	23.04.20	No Call-In due to Gold Command

Decision	Decision Maker	Date	Reason for Special Urgency
Commission additional capacity in care homes for hospital discharge patients.	Barbara Nicholls, Director of Adults & Social Care	16.04.20	In order to act as quickly as possible and to take appropriate action in the light of the Coronavirus pandemic. Urgent matter which could not reasonably be deferred.
Complex Placements Dynamic Purchasing System Framework	Cabinet	16.04.20	No Call-In due to Gold Command
Parking Re-Prioritisation following the outbreak of Covid-19 in March 2020	Barry Francis, Director of Neighbourhoods	28.4.20	To act in the best possible way in the interests of the Borough and its residents. Urgent matter which could not reasonably be deferred.
Covid-19 Emergency funding for the purchase of PPE	Neil Stubbings, Director of Regeneration	21.04.20	To allow for PPE to be purchased expeditiously during the Covid-19 pandemic. Urgent matter which could not reasonably be deferred.
Working pay arrangements for staff affected by school closures and contingent worker pay	Jane West, Chief Operating Officer	22.04.20	No Call-In due to Gold Command

Decision	Decision Maker	Date	Reason for Special Urgency
Implementation of Business Continuity Measures – Bereavement & Registration Service	Barry Francis, Director of Neighbourhoods	28.4.20	In order to take the best possible action during the Coronavirus pandemic to protect mourners. Urgent matter which could not reasonably be deferred.
Application for a grant using the Government's Coronavirus Job Retention Scheme	Leader of the Council	1.5.20	To ensure the London Borough of Havering is best placed to serve residents and officers. Urgent matter which could not reasonably be deferred to ensure the opportunity to apply for the grant is not missed.
Closure of Children's centres and MyPlace due to Covid-19	Robert South, Director of Children's Services	1.6.20	To ensure the safety and wellbeing of Havering residents. Urgent matter which could not reasonably be deferred.
Closure of Cocoon due to Covid-19	Robert South, Director of Children's Services	1.6.20	To ensure the safety and wellbeing of Havering residents. Urgent matter which could not reasonably be deferred.
Agreement of Discretionary Top Up Business Grant Scheme - Phase 1	Leader of the Council	16.6.20	To enable the Council to best serve its residents during the Coronavirus pandemic and to support local

			businesses. Urgent matter which could not reasonably be deferred.
Authority to award a contract in relation to the construction of a school expansion at Mead Primary School	Robert South, Director of Children's Services	25.6.20	No Call-In due to Gold Command
Bereavement Services - Re-opening of Services	Andrew Blake Herbert, Chief Executive	1.7.20	To ensure a speedy decision to re-open services in the light of the Coronavirus pandemic. Urgent matter which cannot reasonably be deferred.
Exit strategy for Parking following the outbreak of Covid-19 in March 2020	Director of Neighbourhoods, Barry Francis	29.6.20	To allow for the decision to be implemented urgently. Urgent matter which cannot reasonably be deferred
Re-opening Play and Recreations areas in Parks and Housing Estates	Cabinet Member for Environment	3.7.20	Urgent decision in the best interests of Havering residents to all for safe re-opening in a measured way as lockdown restrictions are gradually lifted. Urgent matter which cannot reasonably be deferred.

Decision	Decision Maker	Date	Reason for Special Urgency
Romford Market – Recovery Plan	Leader of the Council	18.07.20	No Call due to Gold Command
School Streets	Leader of the Council	17.07.20	In order that school and resident engagement may commence prior to the end of the academic term. Urgent matter which cannot reasonably be deferred.
Support for SLM – Coronavirus Pandemic	Leader of the Council	17.07.20	In order to meet deadlines to re-open leisure centres following the lifting of Coronavirus pandemic restrictions. Urgent matter which cannot reasonably be deferred.
MHCLG Reopening High Street Safely Fund allocation to Havering of £231,05	Leader of the Council	17.07.20	To assist in safely re-opening the high street and the gradual lifting of lockdown restrictions. Finance would be lost without an urgent decision and so could not reasonably be deferred.

Financial Implications and Risks:

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

Legal Implications and Risks:

There are no immediate legal implications directly associated with this report.

Human Resource Implications and Risks:

There are none directly associated with this report.

Equalities and Social Inclusion Implications and Risks:

There are none directly associated with this report.

Staff Contact:	Andrew Beesley
Designation	Head of Democratic Services
Telephone No:	01708 432437
Email:	andrew.beesley@onesource.co.uk

Background paper List

None

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FULL COUNCIL, 9 September 2020

NON-KEY EXECUTIVE DECISION

Delegation of Powers to London Councils to Create a Pan-London Dockless Bike Byelaw

A non-key Executive Decision (attached) subject to approval by the Leader of the Council, asks Council to approve the adoption by London Councils (at the request of Transport for London) of a new Byelaw concerning the regulation of Dockless Bike hire schemes in London. The adoption of such a Byelaw would avoid issues of unwarranted street furniture health and safety matters and conflict with pedestrians.

The extent of such dockless bike hire schemes and enforcement of the Byelaw in a borough would be a matter for local decision-making and control, at the discretion of the borough.

Accordingly, and subject to the Leader of the Council approving the Non-Key Executive decision to make recommendations to Council, it is **RECOMMENDED** that:

1. **Council supports the introduction of the Pan-London Byelaw for regulation of dockless vehicles on the highway and/or public places in Havering substantially in the form set out in appendix 1 to the Executive Decision report.**
2. **Council delegates authority to the London Councils Transport and Environment Committee to make the dockless vehicle Byelaw substantially in the form set out in appendix 1 to the Executive Decision report.**
3. **Council authorises the Director of Neighbourhoods to sign the form of delegation set out in appendix 2 of the report, on behalf of Council.**

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Notice of Non-key Executive Decision

Subject Heading:	Delegation of powers to London Councils to create a pan-London dockless bike Byelaw
Cabinet Member:	Councillor Damian White, Leader of the Council
SLT Lead:	Barry Francis, Director of Neighbourhoods
Report Author and contact details:	Martin Day, Senior Transport Planner, 01708 432869 martin.day@havering.gov.uk
Policy context:	Mayor's Transport Strategy (2018) Havering Local Implementation Plan (2019) June 2019 London Councils Transport and Environment Committee (LC TEC) Meeting
Financial summary:	There are no direct financial implications from this report.
Relevant OSC:	Environment
Is this decision exempt from being called-in?	No

Non-key Executive Decision

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

Communities making Havering	<input checked="" type="checkbox"/>
Places making Havering	<input checked="" type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input checked="" type="checkbox"/>

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

1. This reports sets out the proposed introduction by London Councils (at the request of Transport for London) of a new Byelaw concerning the regulation of dockless bicycle hire schemes in London.
2. Dockless bike schemes are those for hire bikes that are not “docked” like the “Santander” bikes that operate in central London, but currently can be hired and left post hire at unspecified locations.
3. In recent years there has been an increase in the number of dockless bike operators across London. However this has on occasion resulted in bikes being left in unsuitable locations.
4. London Councils are proposing to seek delegated authority from London Boroughs for London Councils to prepare and promote the Byelaw.
5. The extent of dockless bike hire schemes and the enforcement of the Byelaw in a borough would be a matter for local decision making and control, at the discretion of the borough.
6. This report sets out the background to this matter and the issues for boroughs, including Havering.
7. It is recommended that Full Council should:
 - a. support the introduction of the pan-London Byelaw for regulation of dockless vehicles on the highway and/or public places in Havering substantially in the form set out in the Appendix 1 to this report;
 - b. delegate authority to the London Councils’ Transport and Environment Committee to make the dockless vehicle Byelaw substantially in the form set out in the Appendix 1 to this report;
 - c. authorise the Director of Neighbourhoods to sign the form of delegation set out in Appendix 2 on behalf of the Council.

AUTHORITY UNDER WHICH DECISION IS MADE

8. The following elements of the Council's Constitution apply.

Council's Constitution July 2019 Part 2 – Executive Functions

The Leader of the Council is responsible for arranging for the exercise of all executive functions and may by way of written notice delegate Executive Functions to:

1. Cabinet
2. A committee of the Cabinet
3. Individual Cabinet Members
4. Staff
5. Joint Committees

Non-key Executive Decision

And may exercise any Executive functions personally provided notice is given to the Proper Officer.

STATEMENT OF THE REASONS FOR THE DECISION

Background

9. The Santander bike-hire scheme operated by the Mayor of London is long established and generally well understood. It relies on registered users making use of bikes that they pick up from, and return to, designated locations across London. This provides certainty for potential and actual users. It also has safety advantages for the other users of streets / spaces and avoids unwanted street 'clutter'.
10. There are currently around five dockless bike-hire operators in London, these schemes do not rely on designated collection and return points, and no on-street docking infrastructure is required. Instead, bikes hired from these operators can be collected in theory from any location.
11. When the user has finished with the hired bike, it can be left and then re-hired using GPS and a phone application. Bike hire schemes operated in this manner are termed 'dockless'. They offer a convenient cycle hire option making cycling more accessible and they complement the existing public transport network in a given location.
12. Whilst Dockless bike operators are prevalent in a number of London boroughs, there are currently no such operators within Havering.
13. The dockless hire arrangement may provide users with a greater degree of flexibility compared to the scheme operated by the Mayor of London. However, in some cases it results in bikes being left in unsuitable locations and / or parked inconsiderately.
14. Some of the key issues raised by London Boroughs over dockless bikes have included, street clutter, high concentrations in certain areas, parking or abandonment of cycles on private property, road safety concerns, and the potential for antisocial behaviour where there are a large number of these facilities.
15. Currently there is no legislation passed by central government giving boroughs the enforcement powers they require to control the areas where dockless bikes can and cannot be parked. This resulted in a situation a few years ago where many dockless bikes were left in a few London Boroughs without prior discussion or approval from the relevant Local Authority.
16. In order to prevent future situations where dockless bikes are left on the public highway without the knowledge or permission of the respective local authority, Transport for London through London Councils have proposed the introduction of a pan-London Byelaw for controlling the parking of 'dockless' bikes hired from bike-hire operators.

17. Such a Byelaw will give London Boroughs the power to regulate the use of dockless bikes and would prohibit bike operators from parking dockless bikes other than at parking spaces that have been approved by the respective Local Authority.

What is being proposed?

18. As a result of the introduction of dockless bikes in London and the emerging issues around them, London Councils Transport and Environment Committee (LC TEC) has agreed to take on the promotion and making of a pan-London Byelaw.
19. London Boroughs are now being asked to provide London Councils TEC with the delegated authority to take on the promotion and making of the pan-London Byelaw.
20. In order to implement such a Byelaw, first amendments need made to the London Councils TEC Agreement in support of the proposed Byelaw for the regulation of dockless bikes in London. The Byelaw will only be able to be administered if all London Borough sign up to it. It is understood 31 of the 33 London Boroughs have so far approved delegation of the Byelaw to London Councils.

What does the Byelaw cover?

21. The proposed Byelaw covers dockless bikes and electric bikes. Local issues such as how many or how few parking places to approve for such facilities and where they should be located, are all left for individual authorities to decide depending on their local circumstances. Enforcement of the Byelaw would also be a matter for local decision-making and control, at the discretion of each borough.
22. If the Byelaw is approved, each London Borough will be able to decide whether to identify appropriate parking spaces on the highway for dockless bikes to be located, should any operators approach the Council to do so, or to not offer any such parking.
23. A copy of the draft Byelaw can be found in Appendix 1 to this report.
24. A copy of the delegation form that each London Borough needs to sign and return to London Councils can be found in Appendix 2 to this report.

Implications for Havering

25. The proposed Byelaw would guard against the established practice by some operators of placing bikes at random locations and having no agreed areas in which to park the bikes before and after use. This leads to unwanted street clutter, health and safety issues, and conflict with pedestrians.
26. It is considered that the proposed introduction of the Byelaw should be supported. Having such a Byelaw in place will ensure that in the event operators begin hiring activity in Havering, this is done both with the agreement of the Council and that agreed locations from which they can operate are also specified.

Next Steps

27. Transport for London through LC TEC are aiming to get the Byelaw in its current form agreed by all Boroughs at the LC TEC meeting scheduled for 15 October

Non-key Executive Decision

2020, following the delegated approval from each London Borough. There will, however, be further opportunity post that date for Boroughs to comment on the Byelaw before it is passed.

OTHER OPTIONS CONSIDERED AND REJECTED

28. The option of not delegating London Councils authority to prepare the London wide Byelaw was rejected. Having a London-wide Byelaw in place will prohibit dockless bikes operators from deploying dockless bikes other than at agreed locations with the local authority and will create a consistent regime across London.

PRE-DECISION CONSULTATION

29. Not applicable.

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Martin Day

Designation: Senior Transport Planner

Signature: *Martin Day*

Date: 27/08/2020

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

30. Section 235(1) of the Local Government Act 1972 ("1972 Act") enables local authorities to make Byelaws for the good rule and government of the whole or any part of the borough for the prevention and suppression of nuisances provided that the matter to be regulated by the Byelaw is not the subject of pre-existing statutory provision or that such provision is in prospect. The report makes clear that there is no such provision.
31. The procedure for making Byelaws is set out at section 236 of the 1972 Act. The power to delegate that Byelaw making function to London Councils is contained in section 101(5) of the 1972 Act which provides that two or more local authorities may discharge any of their functions by a joint committee. The London Councils Transport and Environment Committee ("TEC") is such a joint committee that has been appointed by the 33 London local authorities.
32. Each London Council is effectively being asked to determine whether it wishes to introduce a Byelaw that would, inter alia, compel dockless operators to use designated parking spaces designated for that purpose by the Council and to prohibit vehicles being left otherwise than at specified and to determine that the actual making of that Byelaw is delegated to the TEC. A delegation must be mutual and London Councils would be required to formally accept this delegation. This is ultimately achieved by London Councils amending Schedule 2 of the TEC Governing Agreement which identifies all the functions that have been delegated to it.
33. The specific amendment to Schedule 2 is to amend Part 3(D) of that Schedule by inserting a new paragraph 2(c) which will read as follows:
- "(c)(i) the making of byelaws under section 235 of the Local Government Act 1972 (and, in respect of the City of London Corporation, under section 39 of the City of London (Various Powers) Act 1961) for the purpose of regulating dockless vehicles on the highway and/or public places (including by making it an offence for a dockless vehicle operator to cause or permit their dockless vehicle to be left on the highway or public place other than in an approved location), including taking all related steps to promote, make, amend and revoke any such byelaw.*
- (c)(ii) The exercise of powers under Section 1 of the Localism Act 2011 for the purposes of giving effect to (i) above, including but not limited to oversight and management of the arrangements (but excluding prosecution or other enforcement)"*
34. Any change to Councils Byelaws, including the delegation proposed by this report will require the approval of Full Council.

FINANCIAL IMPLICATIONS AND RISKS

35. There are no direct financial implications as a result of this decision. Once London Councils have agreed the Byelaw, London Boroughs will have the powers to enforce it within their own borough. Controlling the deployment of dockless bikes in and around the borough will result in cost avoidance in relation to the collection and disposal of clutter.

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**HUMAN RESOURCES IMPLICATIONS AND RISKS
(AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)**

36. There are no HR implications as a result of this decision.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

37. The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) the need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are: age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

38. The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

39. The Byelaw will allow the Council to have control of the deployment of the dockless bikes should operators wish to deploy them in Havering. The dockless bikes themselves can be hired by anyone that wishes to ride them.

BACKGROUND PAPERS

40. The draft Byelaw and London Councils delegation form are attached as an Appendix 1 and Appendix 2 of this report.

Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Proposal NOT agreed because

Details of decision maker

Signed

Name: Councillor Damian White

Cabinet Portfolio held: Leader of the Council

CMT Member title: Barry Francis – Director of Neighbourhoods

Head of Service title: Sue Harper – Assistant Director of Environment

Other manager title: Nicolina Cooper – Group Manager Highways, Traffic and Parking

Date:

Lodging this notice

The signed decision notice must be delivered to the proper officer, Debra Marlow, Principal Democratic Services Officer in Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____

Appendix 1

The Greater London Dockless Vehicle Hire Byelaws

Draft Bye Law - 5 February 2020

1. General Interpretation

(1) In these byelaws:

“Dockless Parking Space” shall mean:

- (a) a parking place on the highway; or
- (b) a parking area in any Public Place

where a Local Authority or Transport for London has authorised Dockless Vehicles to be left.

“Dockless Vehicle” means any transport device (whether mechanically propelled or not) which is made available for hire through a Dockless Hire Scheme and which is a pedal cycle, electrically assisted pedal cycle or any similar class of transport device which may be lawfully used on the highway.

“Dockless Hire Scheme” means a scheme offering Dockless Vehicles for hire - (other than a scheme offering Dockless Vehicles for hire wholly from on-street infrastructure constructed and installed for their use) where the contract for hire is entered into without the simultaneous physical presence of the Dockless Operator and the hirer.

“Dockless Operator” means any person offering Dockless Vehicles for hire through a Dockless Hire Scheme.

“Public Place” means an area of highway or other open land (whether or not it is fenced) under the ownership or control of a Local Authority or Transport for London.

“Local Authority” means a London Borough Council or the Common Council of the City of London.

(2) A reference to:

- (a) legislation (whether primary or secondary) includes a reference to the legislation as amended, consolidated or re-enacted from time to time and, in the case of regulations, includes a reference to any regulations which replace the regulations referred to;

Non-key Executive Decision

(b) a “person” includes a natural person and a corporate or unincorporated body;

(c) words in the singular include the plural and vice versa.

2. Application

These byelaws apply throughout Greater London.

3. Safe condition of Dockless Vehicles.

(1) No Dockless Operator shall offer a Dockless Vehicle for hire unless it is safe.

(2) In determining whether a Dockless Vehicle is safe regard shall be had to whether the Dockless Vehicle complies with, or the Dockless Operator has complied with, applicable provisions of:

(a) in the case of a pedal cycle, the Pedal Cycles (Construction and Use) Regulations 1983 and the Road Vehicles Lighting Regulations 1989;

(b) in the case of an electrically assisted pedal cycle, the Pedal Cycles (Construction and Use) Regulations 1983, the Road Vehicles Lighting Regulations 1989 and the Electrically Assisted Pedal Cycle Regulations 1983; or

(c) in all cases, any statutory requirements applicable to a Dockless Vehicle of that class.

4. Identification and management of Dockless Vehicles

(1) No Dockless Operator shall offer a Dockless Vehicle for hire unless:

(a) it has an individually identifiable asset number visibly displayed;

(b) it is fitted with a device which ensures the location of the Dockless Vehicle can be identified at all times by the Dockless Operator, the local authority in whose area the Dockless vehicle is situated and Transport for London, and the device is retained in operation.

(2) No Dockless Operator shall offer a Dockless Vehicle for hire unless the hirer is prevented from leaving the Dockless Vehicle on any highway or other Public Place other than at a Dockless Parking Space.

(3) For the purposes of complying with paragraph 4(1)(b) and 4(2), the Dockless Operator shall make available to Local Authorities and Transport for London real time data via an application programming interface for each Dockless Vehicle that is available for hire or has been hired through its Dockless Hire Scheme.

5. Parking of Dockless Vehicles

No Dockless Operator shall cause or permit a Dockless Vehicle to be left on any highway or Public Place other than at a Dockless Parking Space.

6. Penalty

Any Dockless Operator offending against these byelaws shall be liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Appendix 2

London Councils Delegation Form

To: London Councils
59 ½ Southwark Street
London
SE1 0AL
FAO: Paulius Mackela

I.....[name and position of authorised person]

on behalf of..... [name of authority]

hereby confirm that my authority has resolved to delegate authority to London Councils' Transport and Environment Committee to exercise the following functions by way of an addition to the Part 3(D) Functions, inserting a new paragraph 2(c) as follows:

“(c)(i) the making of byelaws under section 235 of the Local Government Act 1972 (and, in respect of the City of London Corporation, under section 39 of the City of London (Various Powers) Act 1961) for the purpose of regulating dockless vehicles on the highway and/or public places (including by making it an offence for a dockless vehicle operator to cause or permit their dockless vehicle to be left on the highway or public place other than in an approved location), including taking all related steps to promote, make, amend and revoke any such byelaw.

(c)(ii) The exercise of powers under Section 1 of the Localism Act 2011 for the purposes of giving effect to (i) above, including but not limited to oversight and management of the arrangements (but excluding prosecution or other enforcement)

Signed

.....

Date

.....

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COUNCIL, 9 SEPTEMBER 2020

REPORTS OF COMMITTEES, SUB-COMMITTEES AND MEMBER CHAMPIONS

CONTENTS

AUDIT COMMITTEE

PENSIONS COMMITTEE

OVERVIEW AND SCRUTINY BOARD

CHILDREN & LEARNING OVERVIEW AND SCRUTINY SUB-COMMITTEE

CRIME & 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

MEMBER CHAMPION FOR THE ARMED FORCES

MEMBER CHAMPION FOR EQUALITY AND DIVERSITY

MEMBER CHAMPION FOR THE HISTORIC ENVIRONMENT

MEMBER CHAMPION FOR THE OVER 50S

MEMBER CHAMPION FOR THE VOLUNTARY SECTOR COMPACT

MEMBER CHAMPION FOR YOUNG PEOPLE

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<p style="text-align: center;">ANNUAL REPORT ON THE WORK OF THE AUDIT COMMITTEE 2018/19 FINANCIAL YEAR</p>

1. Introduction

This reports covers the period April 2019 to May 2020 and outlines:-

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

2. Background

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

Internal control

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

External audit

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

Internal audit

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

The Audit Structure (as at April 2019):

Audit Committee: Councillor Martin Goode (Chairman)
Councillor Viddy Persaud (Vice Chairman)
Councillor Gillian Ford
Councillor Gerry O'Sullivan
Councillor Judith Holt
Councillor Roger Ramsey

Internal Auditors: oneSource

External Auditors: Ernst & Young

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

3. Audit Committee coverage

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

3.2 Regular work

The Committee has regularly reviewed:

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

3.3 Specific Review / Reports

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

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

The Committee also received assurances via:

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

Priorities and work plan for the forthcoming year

- 4.1 The Audit Committee is currently planned to meet on four occasions over the next municipal year. There are specific reports planned throughout the year, running through a mix of quarterly progress reports and annual reviews of specific strategies and policies within the remit of the Committee, together with progress reports from the Council's external auditor.
- 3.2 Officers will continue to ensure all members on the Committee, and their nominated substitutes, are adequately trained.
- 3.3 The Committee will continue to oversee the effectiveness of the audit team and wider fraud resources in accordance with Public Sector Audit Standards Audit and Accounts Regulations 2015.
- 3.4 The Committee will focus on the embedding of the Risk Management arrangements agreed in the Revised Management Policy and Strategy.
- 3.5 Fraud prevention and detection will continue to be high on the Audit Committees agenda going forward.
- 3.6 The Committee will continue to focus on ensuring Value for Money and challenging weak areas that have been highlighted by the work of Internal Audit.
- 3.7 A draft forward plan and indicative training plan are detailed in Appendix B.

AUDIT COMMITTEE AGENDA ITEMS – FROM JULY 2019 TO MAY 2020

July 2019

- Treasury Management Annual Report 2018/19
- Annual Statement of Accounts 2018/19
- Assurance End of Year Report 2018/19

November 2019

- Assurance Progress Report Q1 and Q2
- Governance and Risk Update

January 2020

- Closure of Accounts Timetable 2019/20
- Pension Fund Audit Letter
- Treasury Management Mid-Year Update 2019/20
- Treasury management Strategy Statement 2020/21
- Governance & Risk Update
- Accounting Policies 2019/20
- Assurance Progress Report

April 2020

- Annual Audit Report 2019/20
- Draft Annual Governance Statement 2019/20
- 2020/21 Internal Audit Plan, Strategy and Charter
- Annual Review of Risk
- Internal Audit Progress Report Q4
- 18/19 Grants Certification Report
- External Audit Plan 2020/21 for London Borough of Havering and Havering Pension Fund

APPENIX B**AUDIT COMMITTEE – DRAFT FORWARD PLAN / TRAINING**

FORWARD PLAN	AGENDA ITEM	PLANNED TRAINING
July 2019	<ul style="list-style-type: none"> • Treasury Management Annual Report 2018/19 • Annual Statement of Accounts 2018/19 • External Audit Report to those charged with Governance (ISO 260) • Assurance End of Year Report 	Training on the role of the audit committee and the financial statements will take place between May-July
October 2019	<ul style="list-style-type: none"> • 2018/19 Annual Audit Letter • 6 Month Review of Risk Management • Assurance Progress Report Q1 and Q2 • Treasury Management Quarter 1 Update 	Per training plan to be considered April 19
January 2020	<ul style="list-style-type: none"> • External Audit Plan 2020/21 for London Borough of Havering and Havering Pension Fund • Governance Update • 18/19 Grants Certification Report • Assurance Progress Report Q3 • Draft Treasury Management Strategy Report 20/21 • Treasury Management Mid-Year Report • Accounting policies 2019/20 • Closure of Accounts Timetable 2019/20 	
April 2020	<ul style="list-style-type: none"> • Audit Committee – Annual Report 2019/20 • Member training plan • Draft Annual Governance Statement 19/20 • 2020/21 Internal Audit Plan, Strategy and Charter • Annual Review of Risk • Internal Audit Progress Report Q4 	

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Havering

L O N D O N B O R O U G H

HAVERING PENSION FUND

BUSINESS PLAN/REPORT ON THE WORK OF THE PENSIONS COMMITTEE DURING 2019/20

INTRODUCTION

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

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

This report also covers the period 1st April 2019 to 31 March 2020 and outlines:

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

The value of assets held and the financial position of the Havering Pension Fund for 2019/20 is included in the formal Annual Report of the Fund itself and not included here. The Annual Report is prepared later in the year when the pension fund accounts have been finalised.

BACKGROUND TO THE PENSION FUND

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

The Pension Fund has a total of 51 employers with active members, of which the London Borough of Havering is the largest. The other employers in the Fund are made up of 42 Scheduled bodies (Academies and Further Education bodies) and 9 Admitted bodies (outsourced contracts). During 2019/20 there were 5 new employers joining the fund, 2 transferred out and 1 cessation.

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

Pension Fund – Funding

The Fund's Actuary (Hymans Robertson) carried out a triennial valuation during 2019/20 based on data as at 31 March 2020. The main purpose of the valuation is to calculate the funding position within the Fund and set employer contribution rates for the following three years and the results of the 2019 effecting employer contribution rates from 1 April 2020.

The valuation is a planning exercise for the Fund, to assess the monies needed to meet the benefits owed to its members as they fall due. As part of the valuation process, the Fund reviews its funding and investment strategies to ensure that an appropriate contribution plan is in place.

A comparison of funding levels can be seen below:

Ongoing funding basis	31 Mar 2013	31 Mar 2016	31 Mar 2019
	£m	£m	£m
Assets	461	573	733
Liabilities	752	857	1,054
Surplus/(deficit)	(292)	(284)	(320)
Funding level	61.2%	66.8%	70.0%

The improvement in funding position is mainly due to strong investment performance over the periods. The next valuation will be based on data as at 31 March 2022.

Pension Fund – Investment Strategy Development & Performance Monitoring

The Committee adopted a new Investment Strategy Statement (ISS) in November 2017 and implementation of achieving the long term target asset allocation has been ongoing since then. An updated version of the ISS was due to be presented to the Pensions Committee at its meeting on the 17 March 2020 but due to the outbreak of COVID-19 and the introduction of the new working restrictions, the Committee meeting was postponed with the committee yet to formally adopt the latest updated version.

The asset allocations as at 31 March 2020 are shown below together with individual fund manager benchmarks:

Asset Class	Current Allocation 31 March 2020	Investment Manager/ product	Segregated / pooled	Active/ Passive	Benchmark and Target
UK/Global Equity	18.7	LCIV Baillie Gifford (Global Alpha Fund)	Pooled	Active	MSCI All Countries Index plus 2.5%
	7.0	Legal & General Investment Management	Pooled	Passive	FTSE All World Equity Index
	6.1	Legal & General Investment Management	Pooled	Passive	FTSE RAFI All World 3000 Index
	3.8	Legal & General Investment Management	Pooled	Passive	FTSE World Emerging Markets
Equities	35.6				
Multi Asset Strategy	11.0	LCIV Baillie Gifford (Diversified Growth Fund)	Pooled	Active	Capital growth at lower risk than equity markets
	0.7	GMO Global Real return (UCITS)	Pooled	Active	OECD CPI g7 plus 3 - 5%
	13.3	LCIV Ruffer	Pooled	Active	Absolute Return
Multi-asset	25.0				
Property	5.7	UBS	Pooled	Active	IPD All balanced (property) Fund's median +

Asset Class	Current Allocation 31 March 2020	Investment Manager/ product	Segregated / pooled	Active/ Passive	Benchmark and Target
Infrastructure	2.4	Stafford	Pooled	Active	CPI +5%% p.a. (net of fees)
	3.7	JPMorgan	Pooled	Active	CPI +5%% p.a. (net of fees)
Other	4.0	CBRE Global Property	Pooled	Active	CPI +5%% p.a. (net of fees)
Real assets	15.8				
Gilt/Investment Bonds	17.1	Royal London	Segregated	Active	<ul style="list-style-type: none"> • 50% iBoxx £ non- Gilt over 10 years • 16.7% FTSE Actuaries UK gilt over 15 years • 33.3% FTSE Actuaries Index-linked over 5 years. Plus 1.25%*
Other Bonds-Private Debt	1.9	Churchill	Pooled	Active	LIBOR + 4%
Other Bonds-Private Debt	0.8	Permira	Pooled	Active	LIBOR + 4%
Cash	3.9	n/a	n/a	n/a	n/a
Currency Hedging	-0.1	Russell	Segregated	Passive	Hedge 100% of EUR, USD and AUD currency (non-equity)
Bonds and Cash	23.6				
TOTAL	100.0				

*0.75% prior to 1 November 2015

As at March 2020 the total value of assets with the LCIV is £314m (£321m 2018/19) which represents 44% (45% 2018/19) of assets under management. The London CIV has a business arrangement with LGIM to deliver the passive global mandate; this can be classified as being held within the London CIV so the allocation increases to £453m (£453m 2018/19) (62%)

The Fund will continue to have ongoing discussions with the London CIV to progress the transition of assets onto the London CIV platform in accordance with the Ministry of Housing, Communities and Local Government (MHCLG) timelines.

Significant investment changes during 2019/20 were as follows:

- Following the appointment of Real Asset managers the fund will eventually hold approximately 20% in non-sterling denominated assets. To manage this currency risk the fund appointed Russell Investments. This mandate has been in operation since December 2019.

- Royal London was appointed to manage an allocation to a Multi Asset Credit (MAC) Fund and this commenced from January 2020. The Royal London mandate was also restructured with the MAC and index linked bonds separated into one fund and the allocation to Corporate Bonds held in another fund. The Corporate bonds will continue to be used to fund future capital calls from the Private Debt managers.
- Following the appointments of a Global Property Manager, Infrastructure and Private Debt Managers the fund has continued to fund these mandates. Capital Calls were made and funded as follows:

Investments made	Mandate	Amount £000's	Funded from
CBRE	Global Property	13,028	GMO
Stafford	Infrastructure	9.128	GMO
Churchill	Private Debt	10.314	Royal London
Permira	Private Debt	5.094	Royal London
Total		37.564	

Further Capital Calls will continue to be met during 2020/21.

- To retain exposure to emerging markets lost through disinvestments with GMO the Fund has also transferred cash to the value of £7.7m to Legal and General Investment Management (LGIM) passive Emerging Market Fund.

The performance of the Fund is measured against a tactical and a strategic benchmark.

Strategic Benchmark - A strategic benchmark has been adopted for the overall Fund of Index Linked Gilts + 1.8% per annum. This is the expected return in excess of the fund's liabilities over the longer term. The strategic benchmark measures the extent to which the fund is meeting its longer term objective of reducing the funds deficit.

Tactical Benchmark - Each manager has been set a specific (tactical) benchmark as well as an outperformance target against which their performance will be measured. This benchmark is determined according to the type of investments being managed. This is not directly comparable to the strategic benchmark as the majority of the mandate benchmarks are different but contributes to the overall performance.

The Fund changed performance measurement services from State Street Global Services (SSGS) Performance Services PLC (formerly known as WM Company) to Northern Trust from 1 October 2019, to provide comparative statistics on the performance of the Fund for its quarterly monitoring.

The overall net performance of the Fund as at 31 March 2020 against both benchmarks is shown below:

	<u>1 year to</u> <u>31.03.19</u> %	<u>1 year to</u> <u>31.03.20</u> %	<u>3 Years to</u> <u>31.03.20</u> %	<u>5 years to</u> <u>31.03.20</u> %
Fund Return	3.3	-1.55	2.21	4.39
Tactical Benchmark	5.7	0.34	2.62	4.35
Performance	-2.3	-1.21	-0.40	0.03
Fund Return	3.3	-1.55	2.21	4.39
Strategic Benchmark	7.4	3.89	4.50	7.53
Performance	-3.8	-5.44	-2.29	-3.15

Source: SSGS/ Northern Trust

The overriding investment objective for the Fund is to support an affordable and stable level of contributions for the longer term. The current funding approach implies a target investment return of Gilts + 1.8% p.a. over the longer term from the Fund's assets, or c. 3.3% per annum in absolute terms based on yields as at 31 March 2019 (the previous valuation date).

Although returns over the 12 month and 3 year periods have been behind this target to 31 March 2020 (at c. -1.6% and c. 2.2% per annum respectively), the strategy has delivered returns of c. 4.4% per annum over 5 years. Returns over the 5 year period are therefore ahead of the long term (absolute) return deemed sufficient to support an affordable and stable level of contributions. It should also be noted that the performance of the Fund's assets as at 31 March 2020 was heavily impacted by falls in markets during Q1 2020, as a result of the COVID-19 pandemic. A significant market recovery has been observed post quarter-end which has seen a marked improvement in the performance of the Fund's assets.

A key challenge for the Fund is that the value placed on the liabilities has risen by more than the assets since the 2019 actuarial valuation, increasing the funding deficit. The rise in value of liabilities has been driven by a continued period of falling gilt yields, which are now at historically low levels. Our long term outlook for index-linked gilts remains unchanged. We believe that valuations are inflated relative to history and expect that, over the long term, yields will rise from present levels leading to a fall in gilt (and consequently liability) values.

The aim of the investment strategy has been and remains to deliver sufficient and stable returns, but without introducing more investment risk than is necessary. The Fund's approach is to seek long term value and diversification across a broad range of asset classes and managers and the strategy incorporates a lower direct allocation to equity markets than other LGPS funds, with equity exposure being partly provided through multi-asset funds. Whilst over the last 5 years, the Fund's equity and bond allocations have consistently outperformed their respective return targets, performance from the multi-asset allocation has disappointed. However, the capital preservation goals of the multi-asset mandates have been partially highlighted over the 12 months to 31 March 2020, with the LCIV Absolute Return mandate protecting capital and delivering a positive 12 month return.

Implementation of the previously agreed changes in strategy have continued over the year and have seen allocations to multi-asset mandates reduced, albeit the underlying equity exposure has been retained. Allocations to global infrastructure, global property, multi-asset credit and private debt have all been introduced to the Fund's longer term strategy, offering the prospect of long-term income generation and boosting diversification within the strategy. We have confidence that the level of returns required to support affordable and stable contributions can be (at least) supported by the current investment approach.

The former (DCLG) Guidance on Preparing and Maintaining an Investment Strategy Statement (ISS) issued September 2016 relaxed the regulatory framework for scheme investments which also included the relaxation on reviewing investment manager performance.

In light of the above guidance, the Committee reviewed the reporting arrangements in June 2017 and agreed that only one fund manager will attend each Committee meeting, unless performance concerns override this. Managers in the London CIV are now monitored by them and the London CIV produce quarterly monitoring reports which are distributed to the Committee.

Cyclical coverage of manager monitoring is set out in **Annex B**, covering 2020/21 and 2021/22.

FUND GOVERNANCE STRUCTURE

Investment strategy and performance monitoring of the Fund is a matter for the Committee which obtains and considers advice from the Authority and onsource officers, and as necessary from the Fund's appointed professional adviser, actuary and performance measurers who attend meetings as and when required.

The terms of reference for the Committee are:

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

The membership of the Pensions Committee reflects the political balance of the Council and the structure of the Committee (those responsible for decision making during the year to 31 March 2020), are as follows:

Conservative Group:

Cllr John Crowder (Chair)
Cllr Osman Dervish
Cllr Jason Frost

Residents Group

Cllr Stephanie Nunn

North Havering Residents' Group

Cllr Martin Goode (Vice Chair March 2019)

Upminster & Cranham Residents' Group

Councillor Ron Ower

Labour Group

Cllr Keith Darvill

Other

Union Members (Non-voting) - John Giles (Unison) replaced by Derek Scott (Unison) from September) and 2019 Andy Hampshire (GMB)

Admitted/Scheduled Body Representative (voting) (currently vacant)

SCHEME MANAGEMENT AND ADVISERS

Day to day management of the Fund is delegated to the authority's statutory section 151 officer/Chief Operating Officer and delivered via oneSource (shared service arrangement between London Borough of Havering, Newham and Bexley).

The Pensions and Treasury team within the oneSource Finance service ensures that members of the committee receive advice on investment strategy and monitoring of the managers. The team also reviews management arrangements and other issues as appropriate, as well as accounting for the activities of the Fund.

From 1 November 2017, the London Borough of Havering delegated the pension administration service to Lancashire County Council (LCC) who has engaged the Local Pension Partnership (LPP) to undertake their pension's administration. The LPP monitor and manage the pension's employers and employee contributions into the Fund. The team is a contact point for employees who wish to join the scheme, for advice on procedures and for queries and complaints.

Chief Executive	Andrew Blake-Herbert
Section 151 Officer	Jane West
Pensions Administration Management	Sarah Bryant Director of Exchequer & Transactional Services (oneSource)
Fund Administrator	Local Pension Partnership (LPP)
Pension Fund Manager (Finance)	Debbie Ford (oneSource)
Legal Advisers	London Borough of Havering Legal Services (oneSource) provide legal advice as necessary
Fund Actuary	Hymans Robertson LLP
Fund Investment Advisers	Hymans Robertson LLP
Investment Managers	Royal London Asset Management (Investment Bonds) UBS (Property) London CIV Baillie Gifford Diversified Growth Fund (from 15 February 2015) London CIV Baillie Gifford Global Alpha (from 11 April 2016) London CIV RF Absolute Return (from 21 June 2016) Legal & General Investment Management GMO Global Real Return (UCITS) from January 2015 Stafford Capital – Real Assets Infrastructure (from June 18) JP Morgan – Real Assets Infrastructure (from July 18) CBRE – Real Assets Global Property (from August 19) Churchill Asset Management – Private Debt (from December 18) Permira Credit Solutions– Private Debt (from January 19) Russell Investment – Currency management (from December 19)

Asset Pool Company	London Collective Investment Vehicle (London CIV)
Fund Custodians	State Street Global Services (up to 30 September 2019) Northern Trust (from 01 October 2019)
Performance Measurement	State Street Global Services – Performance Services PLC (formerly WM Company) (up to 30 September 2019) Northern Trust (from 01 October 2019) Pensions & Investment Research Consultants Limited (PIRC)
Bankers	National Westminster Bank PLC
Auditors	Ernst and Young LLP
AVC Providers	Prudential Standard Life

PENSION COMMITTEE MEETINGS 2019/20

The Committee met a number of times during 2019/20 and **Annex A** sets out the coverage of matters considered, but the key issues that arose in the period are shown below:

Major milestones and key issues considered by the Committee

- **Reviewed Fund Managers quarterly performance** – received presentations and met with Royal London (Bonds), UBS (UK Property) and Stafford Capital (Infrastructure).
- **Good Governance** – noted the report written by Hymans Robertson
- **Funding Strategy Statement** – agreed the Funding Strategy Statement and assumptions used in setting employer contributions rate as part of the 2019 valuation results.
- **Pensions Regulator** – noted conclusion of their in depth engagement review and resulting actions.
- **Reviewed performance of the Pension Fund's Custodians, Investment Advisor and Actuary.**
- **Investment Strategy updates** - Appointed Russell to manage the Fund's currency risk for non-sterling denominated mandates (excludes equities) and restructured the Royal London mandate which included appointing them to manage the Multi Asset Credit mandate.
- **Noted Local Pension Board Annual report for the year ending March 2019**
- **Noted Pension Fund Accounts for the Year ending 31 March 2019**
- **Noted Annual Report for the year ending 31 March 2019**
- **Local Government Pension scheme (LGPS) updates** - The Committee receives updates on relevant issues and developments in the LGPS and London CIV.

PENSION COMMITTEE MEETINGS 2020/21 AND ONWARDS

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

- ESG Investment Beliefs policy continued development and monitoring
- London CIV Pooling progression/Continued transfer of assets to the London CIV
- Further development and implementation of the Investment Strategy
- Monitoring of recommended actions following outcome of The Pension Regulator review
- Scheme Advisory Board developments
- Consideration of LGPS Regulation changes and consequential policy, as applicable
- Topical issues discussed as appropriate
- Continued training and development – induction of new members, where applicable.

INTERNAL & EXTERNAL RESOURCES

The Pensions Committee is supported by the Adminstrating Authority's Finance and Administration services (oneSource) and the associated costs are therefore reimbursed to the Adminstrating Authority by the Fund. The costs for these services form part of the Administrative and Investment Management expenses as reported in the Pension Fund Statement of Accounts.

Estimated costs for the forthcoming three years for Administration, Investment Management expenses and Governance & Oversight follow in this report.

Pensions Administration - From 1 November 2017 the Pensions Administration is provided through a delegated arrangement and is supplied by Local Pensions Partnership (LPP) which is a joint venture between Lancashire County Council and London Pensions Fund Authority.

Pensions Administration also includes a post for the Projects and Contracts Manager who monitors the pension's administration contract and ad hoc projects.

Accountancy and Investment support - The oneSource Finance service that supports the Pension Fund consists of an establishment of 2 full time equivalent posts.

FINANCIAL ESTIMATES

In June 2014 The Chartered Institute of Public Finance & Accountancy (CIPFA) produced guidance on how to account for Management costs and then updated it in 2015 in order that improvements in cost comparisons can be made across all funds. Management costs are now split between three cost categories as follows:

Administrative Expenses

Includes all staff costs associated with Pensions Administration, including Payroll.

	2018/19 Actual £000	2019/20 Estimate £000	2019/20 Actual £000	2020/21 Estimate £000	2021/22 Estimate £000	2022/23 Estimate £000
Administration & Processing	*770	570	276	500	500	500
Other Fees	5	20	14	20	20	20
Other Costs	26	30	25	30	30	30
TOTAL	801	620	315	550	550	550

*Includes one off agency costs and GMP reconciliation costs during 2018/19 – an accrual was raised for GMP project which later transpired was not required. 2019/20 actuals reflect a credit of £215k.

Investment Management expenses

These costs will include any expenses incurred in relation to the management of Fund assets. Fees are calculated based on market values under management and therefore increase or reduce as the value of investments change.

	2018/19 Actual £000	2019/20 Estimate £000	2019/20 Actual £000	2020/21 Estimate £000	2021/22 Estimate £000	2022/23 Estimate £000
Fund Manager Fees	*3,895	3,900	3,125	3,400	3,400	3,400
Custodian Fees	23	25	27	25	25	25
Performance Measurement services	27	30	17	15	15	15
Transaction costs	*358	360	23	25	25	25
TOTAL	4,303	4,315	3,192	3,465	3,465	3,465

Please note the following regarding the above figures:

- Management and custody fees are charged according to the fund value; therefore an average figure from the last three years has been applied for 2020/21 onwards
- *Increased management costs in 2018/19 due to Fund manager sign up to transparent reporting of costs being included and a new fund manager one off catch up fees (Stafford).
- Transaction costs are reflected as a disclosure note in 2019/20 instead of inclusion in the accounting tables.

Governance and Oversight

This category captures all costs that fall outside the above two categories and include legal, advisory, actuarial and training costs. Staff costs associated with the financial reporting and support services to the Committee is included here.

	2018/19 Actual £000	2019/20 Estimate £000	2019/20 Actual £000	2020/21 Estimate £000	2021/22 Estimate £000	2022/23 Estimate £000
Financial Services	142	147	144	145	145	145
Actuarial Fees	20	50	101	25	25	25
Audit Fees	16	16	14	16	16	16
Member Training (inc. LPB)	4	10	0	10	10	10
Advisor Fees	71	65	79	65	65	65
London CIV	98	100	96	110	110	110
Local Pension Board	4	5	2	5	5	5
Pensions Committee	38	40	31	40	40	40
Other Fees	26	10	1	10	10	10
TOTAL	419	443	468	426	426	426

Please note the following regarding the above figures:

- Increase in Actuarial fees reflect increased fees for work carried out in relation to the 2019 valuation and additional project work.

OVERALL MANAGEMENT TOTAL	3,925	3,995	3,975	4,441	4,441	4,441
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TRAINING AND DEVELOPMENT STRATEGY

The Local Pension Board (LPB) has been in place since 25 March 2015.

The Pensions Regulator Code of Practice which came into force on 1 April 2015 includes a requirement for members of the Pension Committee/LPB to demonstrate that they have an appropriate degree of knowledge and understanding to enable them to properly exercise their functions as a member of the Committee/LPB.

LGPS (Amendment) (Governance) Regulations 2015 states that Administering Authority must have regard to guidance issued by the Secretary of State. Guidance was issued by the Shadow Scheme Advisory Board in January 2015 and states that the Administering Authority should make appropriate training available to assist LPB members in undertaking their role. It was always the plan to adopt a training strategy that will incorporate Pension Committee member training with LPB members to keep officer time and training costs to a minimum.

A joint training strategy has been developed and was agreed by the Pensions Committee on the 24 November 2015 and presented to the Local Pension Board at its meeting on the 6 January 2016. The Training Strategy can be found in **Annex C**.

The Pension Committee of the London Borough of Havering Pension Fund fully supports the intentions behind CIPFA's Knowledge and Skills Code of Practice and has agreed to formally adopt its principles. The Training Strategy formally sets out the arrangements the London Borough of Havering Pension Fund will take in order to comply with the principles of the CIPFA Code of Practice.

Pension Committee and Board members are expected to achieve a minimum level of training credits and the CIPFA's Knowledge and Skills self-assessment training questionnaire will be used to record credits attained and identify gaps in the knowledge and skills of the members.

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

Maintaining expertise, experience and knowledge is a key focus for the committee in order to meet the "qualitative test" under **Markets in Financial Instrument Directive (MiFID 11)**. Firms will undertake an assessment of the **expertise, experience and knowledge** of the local authority and its pension fund committee in order to be reasonably assured that they are capable of making their own investment decisions and have an understanding of the risks involved before a firm will permit election to professional status. All requests for election have been granted for existing investment service providers.

PROVISION OF TRAINING

A training budget has been agreed for the provision of training for £10,000 but this will be re-evaluated as appropriate. Training costs will be met from the Pension Fund.

The majority of training and development is cyclical in nature, spanning the four year membership of the committee. Associated training and development will be given when required which will be linked to the Pension Fund meeting cyclical coverage for 2020/21 and onwards as shown in **Annex B**.

In addition to the cyclical training and development that the Committee will have over the lifetime of their membership, training will be provided in the areas where it has been specifically requested or has been identified as required. Special pension committee meetings will be arranged from time to time to discuss matters that fall outside of the cyclical meetings.

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

Members receive briefings and advice from the Fund's Investment adviser at each Committee meeting.

Members and Officers also attend seminars arranged by Fund Managers or other third parties who specialise in public sector pensions.

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

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

Officers within onesource Pensions teams also benefit from sharing of best practice

The London CIV runs periodic seminars to aid Officer and Committee member development.

Training and development took place during 2019/209 to ensure that Members of the Committee were fully briefed in the decisions they were taking.

Training logs are maintained and attendance and coverage can be found in **Annex D**. Training has been recorded since the election in May 2018 to demonstrate continuous development and training during their full term of elected office on the Pensions Committee.

The Pensions Regulator has launched an e-learning programme and this has been made available for members to use.

Training will be targeted as appropriate.

PENSIONS COMMITTEE MEETINGS HELD DURING 2019/20

ANNEX A

MONTH	TOPIC	ATTENDED BY
24 July 2019	<ul style="list-style-type: none"> Noted Pension Fund Performance Monitoring for the quarter ending 31 March 2019, received presentations from the Bonds Manager (Royal London) Noted Pension Fund Accounts for the year ending 31 March 2019. Agreed the Pension Fund Annual Report for the year ending 31 March 2019. Agreed the Business Plan/Annual Report on the work of the Pensions Committee 2018/19 Noted the Policy for overpayments of pensions following death of a pensioner or dependant member Approved the proposed Work Programme for the year to March 2019. 	Cllr John Crowder (chair) Cllr Martin Goode (vice chair) Cllr Osman Dervish Cllr Jason Frost Cllr Stephanie Nunn Cllr Ron Ower Cllr Keith Darvill
24 July 2019 (Special meeting)	<ul style="list-style-type: none"> Strategic Rationale for Managing Currency Risk and appointment of Currency Hedge Manager 	Cllr John Crowder (chair) Cllr Martin Goode (vice chair) Cllr Osman Dervish Cllr Stephanie Nunn Cllr Ron Ower Cllr Martin Goode Cllr Keith Darvill
17 September 2019	<ul style="list-style-type: none"> Noted Pension Fund Performance Monitoring for the quarter ending 30 June 2019, received presentations from the Funds Property Manager (UBS) Noted the Good Governance report in the LGPS by Hymans Robertson Agreed with the development of the Investment Strategy to incorporate an allocation to Multi Asset Credit and agreed to use Royal London to implement the mandate. Noted the Local Pension Board Annual report for the year ending 31 March 2019 Noted the conclusion of the Pensions Regulator in Depth engagement review and resulting actions Considered and agreed the LCIV boards in respect of their pension scheme 	Cllr John Crowder (chair) Cllr Osman Dervish Cllr Jason Frost Cllr Stephanie Nunn Cllr Keith Darvill Cllr Martin Goode

PENSIONS COMMITTEE MEETINGS HELD DURING 2019/20

ANNEX A

MONTH	TOPIC	ATTENDED BY
12 November 2019	<ul style="list-style-type: none"> Noted the views of officers on the performance of the Fund's Custodian for the period to September 2019. Noted the views of officers on the performance of the Fund's Actuary for the period to September 2019. Noted the views of officers on the performance of the Fund's Investment Advisor for the period to September 2019. Considered and agreed changes as necessary to the Governance Compliance Statement Noted results of the Whistle Blowing Annual review 	Cllr John Crowder (chair) Cllr Martin Goode Cllr Osman Dervish Cllr Jason Frost Cllr Stephanie Nunn Cllr Keith Darvill Cllr Linda Van den Hende (sub for Cllr Ower)
10 December 2019	<ul style="list-style-type: none"> Noted the Pension Fund Performance Monitoring for the quarter ending 30 September 2019, received presentations from one of the Infrastructure Manager (Stafford Capital). Agreed to the admission of Essex Cares to the Havering Pension Fund Agreed to the admission of Lewis & Graves to the Havering Pension Fund Agreed the assumptions proposed by the Actuary to set employer contributions rates and agreed the Funding Strategy Statement Agreed the next steps in respect of developing the Investment beliefs, including agreement of the proposed updated wording to the responsible investment policy. 	Cllr John Crowder (chair) Cllr Martin Goode Cllr Osman Dervish Cllr Stephanie Nunn Cllr Keith Darvill Cllr Ron Ower
17 March 2020	<ul style="list-style-type: none"> Pension Fund Performance Monitoring for the quarter ending 31 December 2019, presentations due from one of the Funds Infrastructure managers (JP Morgan) Admission of Caterlink (Life Education Trust) to the Havering pension Fund Investment Strategy Statement (ISS) Update - consider and agree to the updated ISS Review of the Fund manager voting and engagement activity. 	cancelled due to COVID-19 working restrictions

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

KEY REPORTING DATES 2020/21

ANNEX B

	JULY 2020	SEPTEMBER 2020	NOVEMBER 2020	DECEMBER 2020	MARCH 2021
Formal Committees with Members	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of March 20: JP Morgan (Infrastructure) Business Plan/Report on the work of the Pensions Committee 2019/20 Pension Fund Accounts 19/20 Pension Fund Annual Report for 19/20 Reports from cancelled March 20 meeting 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of June 20: Ruffer (Absolute Return/LCIV (Baillie Gifford and LCIV update) Funding Strategy Statement - review for legislative changes Investment Strategy - Update 	<ul style="list-style-type: none"> Annual review of Custodian Annual review of Adviser Annual review of Actuary Review of Governance Policy Whistleblowing Annual Assessment Risk Register Review 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of September 20 CBRE (Global Property) Annual review of Fund Managers Voting & Engagement Climate Risk Governance Triennial mid-point valuation 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of December 20: Churchill (Private Debt) Good Governance review - outcomes and implementation planning for 2021/22
Training	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

KEY REPORTING DATES 2021/22

ANNEX B (continued)

	JULY 2021	SEPTEMBER 2021	NOVEMBER 2021	DECEMBER 2021	MARCH 2022
Formal Committees with Members	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of March 21 LGIM (Passive Equities) 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of June 21: Permira (Private Debt) GAD Section 13 results 	<ul style="list-style-type: none"> Annual review of Custodian Annual review of Adviser Annual review of Actuary Review of Governance Policy Whistleblowing Annual Assessment Risk Register Review 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of September 21 Royal London (Bonds) 	<ul style="list-style-type: none"> Overall Monitoring Report on Pension Fund to end of December 21: Russell (Currency)
Training	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

Contents

LGPS Knowledge & Skills Training Strategy

- 1 Introduction
- 2 Meeting the business plan
- 3 Delivery of Training
- 4 On-going development
- 5 CIPFA Requirements
- 6 Guidance from the Scheme Advisory Board
- 7 Training records and certification
- 8 Risk
- 9 Budget

Introduction

This is the Training Strategy for the London Borough of Havering Pension Fund.

It sets out the strategy agreed by the Pension Committee and the Local Pension Board concerning the training and development of the members of the

- Pension Committee (the “Committee Members”);
- members of the local pension board (the “Board members”) and
- officers of the London Borough of Havering Pension Fund responsible for the management of the Fund (the “Officers”).

The Training Strategy is established to aid the Committee Members in performing and developing personally in their individual roles and to equip them with the necessary skills and knowledge to challenge and act effectively within the decision making responsibility put upon them. A code of practice and a framework of knowledge and skills has been developed by CIPFA which LGPS Funds are expected to sign up to.

The Public Service Pensions Act 2013 also requires London Borough of Havering Council to set up a Local Pension Board. The Act requires the Pensions Regulator to issue a code of practice relating to the requirements of the knowledge and understanding of Board members. Guidance on the knowledge and understanding of Local Pension Boards in the LGPS has also been issued by the Shadow Scheme Advisory Board in January 2015. Although this has not been designated as statutory guidance it should be held as good guidance and should be acknowledged.

The objective of the CIPFA knowledge and skills framework is to determine and set out the knowledge and skills sufficient to enable the effective analysis and challenge of decisions made by officers and advisers to the Pension Committee whilst the guidance for local pension boards issued by the Shadow Scheme Advisory Board is to assist the individual Board members in undertaking their role to assist the Scheme Manager (the London Borough of Havering Pension Fund) in the effective governance and administration of the local government pension scheme.

The training desired to achieve the additional knowledge and skills will be contained in the appropriate training plan(s)

Strategy Objectives

The Fund objectives relating to knowledge and skills are to:

- Ensure the pension fund is managed and its services delivered by people who have the appropriate knowledge and expertise;
- Ensure the pension fund is effectively governed and administered;
- Act with integrity and be accountable to our stakeholders for our decisions, ensuring they are robust and are well based and regulatory requirements or guidance of the Pensions Regulator, the Scheme Advisory Board and the Secretary of State for Communities and Local Government are met.

To achieve these objectives –

The Committee Members require an understanding of:

- Their responsibilities as an administering authority of a local government pension fund;
- The fundamental requirements relating to pension fund investments;

- The operation and administration of the pension fund;
- Controlling and monitoring the funding level; and
- Taking effective decisions on the management of the London Borough of Havering Pension Fund.

Board members are conversant with–

- The Regulations and any other regulations governing the LGPS
- Any document recording policy about the administration of the Fund
- and have knowledge and understanding of:
- The law relating to pensions; and
- Such other matters as may be prescribed

To assist in achieving these objectives, the Fund will aim for full compliance with the CIPFA Knowledge and Skills Framework and Code of Practice to meet the skill set within that Framework. Attention will also be given to the guidance issued by the Shadow Scheme Advisory Board, the Pensions Regulator and guidance issued by the Secretary of State. So far as is possible, targeted training will also be provided that is timely and directly relevant to the Committee's and Board's activities as set out in the Fund's 3-year business plan. For example, funding training will be given immediately preceding the Committee or Board meeting that discusses the Funding Strategy Statement.

Board members will receive induction training to cover the role of a local pension board and understand the duties and obligations of a LGPS administering authority, including funding and investment matters.

All those with decision making responsibility in relation to LGPS pension matters and Board members will:

- have their knowledge measured and assessed;
- receive appropriate training to fill any knowledge gaps identified; and
- seek to maintain their knowledge.

Application of the training strategy

This Training Strategy will apply to all Committee Members and representatives with a role on the Pension Committee and to all the Board members. Other officers involved in the management and administration of the Fund will have their own sectional and personal training plans and career development objectives.

Purpose of training

The purpose of training is to:

- Equip people with the necessary skills and knowledge to be competent in their role;
- Support effective and robust decision making;
- Provide individuals with integrity;
- Meet the required needs in relation to the Fund's objectives.

Summary

This training strategy:

- Assists in meeting the Fund's objectives;
- Meets the business plan;

- Will assist in achieving delivery of effective governance and management;
- Will equip those responsible with appropriate knowledge and skills;
- Promote ongoing development of the decision makers;
- Lead to demonstrating compliance with the CIPFA Knowledge and Skills Framework;
- Lead to demonstrating with statutory requirements and associated guidance

Meeting the business plan

Timely and relevant

There will be times in the year when different circumstances will require specific training. For example, funding training can be provided just prior to the Committee meeting that discusses the Funding Strategy Statement.

It is vital that training is relevant to any skills gap or business need and training should be delivered in a manner that fits with the business plan.

The training plan will therefore be regularly reviewed to ensure that training will be delivered where necessary to meet immediate needs to fill knowledge gaps.

Delivery of Training

Training resources

Consideration will be given to various training resources available in delivering training to the Committee Members, Board members or officers in order to achieve efficiencies. These may include but are not restricted to:

For Pension Committee and Local Pension Board Members	For Officers
<ul style="list-style-type: none"> • In-house* • Self-improvement and familiarisation with regulations and documents • The Pension Regulator's e-learning programme • Attending courses, seminars and external events • Internally developed training days and pre/post Committee/Board sessions* • Shared training with other Funds or Frameworks* • Regular updates from officers and/or advisers* • Circulated reading material 	<ul style="list-style-type: none"> • Desktop / work based training • Attending courses, seminars and external events • Training for qualifications from recognised professional bodies (e.g. CIPFA, CIPP, PMI) • Internally developed sessions • Shared training with other Funds or Frameworks • Circulated reading material

*These may be shared training events for Pension Committee and Local Pension Board members

Training Plans

To be effective, training must be recognised as a continual process and will be centred on 3 key points

- The individual
- The general pensions environment
- Coping with change and hot topics

Training Plans will be developed at least on an annual basis, as per the Business Plan. These will be updated as required taking account of the identification of any knowledge gaps, changes in legislation, Fund events (e.g the triennial valuation) and receipt of updated guidance.

Induction Training will be provided for all new officers with pensions responsibilities, members of the Pension Committee and Local Pension Board. This will involve covering the requirements of the Training Strategy alongside guidance and information on the requirements of their roles.

External Events

As information on events becomes available, members will be advised by email.

After attendance at an external event, Committee Members and Board members will be expected to provide verbal feedback at the following Pension Committee/Board meeting covering the following points:

- Their view on the value of the event and the merit, if any, of attendance;
- A summary of the key learning points gained from attending the event; and
- Recommendations of any subject matters at the event in relation to which training would be beneficial to other Pension Board members.

Officers attending external events will be expected to report to their direct line manager with feedback covering the following points:

- Their view on value of the event and the merit, if any, of attendance;
- A summary of the key learning points gained from attending the event; and
- Recommendations of any subject matters at the event in relation to which training would be beneficial to other officers.

On-going development

Maintaining knowledge

In addition to undertaking on-going assessment in order to measure knowledge and skills against the CIPFA requirements and identify knowledge gaps, Officers, Committee Members and Board members are expected to maintain their knowledge of on-going developments and issues through attendance at external events and seminars.

Appropriate attendance at events for representatives of the Pension Committee and Board will be agreed by the appropriate chairman.

If an event occurs and appropriate, members will be advised by email.

The Committee/Board will approve an appropriate level of credits for attendance at an event in relation to the type of event, its content and relevance to knowledge maintenance.

In any event, attendance at events/seminars (which may include some internal training sessions) that are not direct training courses focussed on the CIPFA Knowledge Skills Framework or issued guidance but enhance and improve related on-going and emerging pension knowledge will count as one credit for each session of up to a half day.

Where the Committee/Board members have work related experience or previous knowledge through former membership of a Committee or Board will be able to count this as credits in their own assessment and score accordingly.

There is a practical recognition that it will take a newly appointed member a reasonable period to attain the required full level of knowledge and understanding and hence the training and continued development will span the duration of the role.

Owing to the changing world of pensions, it will also be necessary to have ad hoc training on emerging issues or on a specific subject on which a decision is to be made by the Pension Committee in the near future or is subject to review by the Local Pension Board. These will also count as credits in maintaining knowledge.

As a measure of training given or knowledge level officers, Committee Members and Board members are expected to have a minimum level of training credits. These are as follows -

Relevant Group	Knowledge Skills - level of attainment	The expected minimum level of credits over the 4 year term of office
Officers	Own sectional and personal development objectives	Own sectional and personal development objectives
Pension Committee and Local Pension Board Members	32 credits	8 credits

These will be measured and monitored annually by Pension Fund Accountant and reported in the Pension Fund Annual Report. Please see the appendix Knowledge and Skills – self assessment of training needs for basis of scoring.

CIPFA Requirements

CIPFA Knowledge & Skills Framework

In January 2010 CIPFA launched technical guidance for Elected Representatives on Pension Committees and non-executives in the public sector within a knowledge and skills framework. The Framework covers six areas of knowledge identified as the core requirements:

- Pensions legislative and governance context;
- Pension accounting and auditing standards;
- Financial services procurement and relationship development;
- Investment performance and risk management;
- Financial markets and products knowledge; and
- Actuarial methods, standards and practice.

The Knowledge and Skills Framework sets the skill set for those responsible for pension scheme financial management and decision making under each of the above areas in relation to understanding and awareness of regulations, workings and risk in managing LGPS Funds.

CIPFA's Code of Practice on Public Sector Pensions Finance, Knowledge and Skills (the "Code of Practice")

First published in October 2011 and redrafted in July 2013, CIPFA's Code of Practice embeds the requirements for the adequacy, acquisition, retention and maintenance of appropriate knowledge and skills required. It recommends (amongst other things) that LGPS administering authorities:

- formally adopt the CIPFA Knowledge and Skills Framework in its knowledge and skills statement;
- ensure the appropriate policies and procedures are put in place to meet the requirements of the Framework (or an alternative training programme);
- publicly report how these arrangements have been put into practice each year.

The Pension Committee of the London Borough of Havering Pension Fund fully supports the intentions behind CIPFA's Code of Practice and has agreed to formally adopt its principles. This Training Strategy formally sets out the arrangements the London Borough of Havering Pension Fund will take in order to comply with the principles of the CIPFA Knowledge and Skills Code of Practice.

Guidance from the Scheme Advisory Board

General Principles

The Shadow Scheme Advisory Board has taken note of the regulatory requirements and the principles of the Pension Regulator's code of practice and published in January 2015 guidance in a local government context for administering authorities to support them in establishing their local pension board and this includes a section to enable it to help Board members to meet their knowledge and understanding obligations.

Knowledge and understanding must be considered in the light of the role of a Local Pension Board and the London Borough of Havering will make appropriate training available to assist and support Board members in undertaking their role.

Pension Committee Members

Although the CIPFA knowledge and skills framework complements the code of practice that should be adopted by administering authorities there is no legal requirement for knowledge and understanding for members of a Pension Committee. However it will be seen as good practice and governance if members of a Pension Committee use the knowledge and skills requirements set at a similar benchmark as the Local Pension Board.

Degree of Knowledge and Understanding

The role of the Local Pension Board is to assist the administering authority. To fulfil this role, Board members should have sufficient knowledge and understanding to challenge failure to comply with regulations, any other legislation or professional advice relating to the governance and administration of the LGPS and/or statutory guidance or codes of practice.

Board members should understand the regulatory structure of the LGPS and the documentary recording of policies around the administration of the London Borough of Havering Fund in enough detail to know where they are relevant and where it will apply.

Acquiring, Reviewing and Updating Knowledge and Understanding

Board members should commit sufficient time in their learning and development and be aware their responsibilities immediately they take up their position. London Borough of Havering will therefore provide induction training for all new Board members which will also be available to new Committee Members.

Flexibility

It is recognised that a rigid training plan can frustrate knowledge attainment when it is required for a particular purpose or there is a change in pension's law or new responsibilities are required of Board members. Learning programmes will therefore be flexible to deliver the appropriate level of detail required.

Training records and certification

Progress and achievement

Personalised training plans will be used to document and address any knowledge gaps and update areas of learning where required and assist in the acquisition of new areas of knowledge in the event of change.

Progress and achievement will be certificated at least on an annual basis individually to all Committee Members, Board members and officers. These will detail:

- The current assessment of an individual's acquired knowledge;
- Their progress against achieving the credits from other internal/external training or events; and
- All training courses and events attended by them to date.

Risk

Risk Management

The compliance and delivery of this training strategy is at risk in the event of –

- Frequent changes in membership of the Pension Committee or Pension Board
- Poor individual commitment
- Resources not being available
- Poor standards of training
- Inappropriate training plans

These risks will be monitored by officers within the scope of this training strategy and be reported where appropriate.

Budget

Cost

A training budget will be agreed and costs will be met from the Pension Fund.

PENSIONS COMMITTEE MEMBER TRAINING (Election May 2018 – 31 March 2020)

ANNEX D

DATE	TOPIC COVERED	LOCATION	KSF	COST	ATTENDED BY
3 July 2018	Peter Worth – Understanding the role of the Pensions Committee	Town Hall	KSF 1	Paid for by OneSource – to be recharged to Havering	Cllr J Crowder (Chair) Cllr M Wallace (Vice-Chair) Cllr R Ramsey Cllr M Goode (also Chair Audit cttee) Cllr R Ower Cllr Mt Sutton (also Vice-Chair Audit cttee)
24 July 2018	Officer - New Councillor Induction • plus Hymans “A brief Guide to the LGPS’	Town Hall	ALL	Officer Time	Cllr R Morgon Cllr R Ower
24 July 2018	Officer - New Councillor Induction – distribution of slides only	Town Hall	ALL	Officer Time	Cllr M Sutton
24 July 2018	Officers - Pension Fund Accounts 17/18 Briefing covered: • Overview of the Pension Fund Accounts	Town Hall	KSF 2	Officer Time	Cllr J Crowder (chair) Cllr M Wallace (vice-chair) Cllr M Goode Cllr R Ower Cllr R Morgon Cllr J Sargent Cllr G O’Sullivan Cllr D Durant Cllr Viddy Persuad (part)

DATE	TOPIC COVERED	LOCATION	KSF	COST	ATTENDED BY
20 August 2018	Hymans – Direct Corporate Lending, covered: <ul style="list-style-type: none"> • What is Direct corporate Lending • Why we are investing in this asset class • How to get exposure • bFinance - covered the manager selection process 	Town Hall – Prior to Special Pensions Committee meeting	KSF 3 KSF 5	Part of contract	Cllr J Crowder (chair) Cllr M Wallace (vice-chair) Andy Hampshire (GMB union- employee rep)
15 November 2018	SPS Conferences Local Authority - Pension Fund Investment Strategies: <ul style="list-style-type: none"> • Topical Issues • Income from Property & Infrastructure- planning for cash flow negativity • Management of Assets – improving cost transparency • • LGPS Perspectives -current issues 	Le Meridien Hotel, Picadilly, W1	KSF 5	Free	Cllr S Nunn
11 December 2018	Officer - New Councillor Induction	Library	ALL	Officer Time	Cllr D Durant
11 December 2018	Hymans-ESG :Introductory Training: <ul style="list-style-type: none"> • Introduction • Regulation • Application and Action • • Next steps: establishing a set of beliefs: 	Town Hall – Prior to Pensions Committee meeting	KSF 1 KSF 4 KSF 5	Part of contract	Cllr J Crowder (chair) Cllr M Wallace (vice-chair) Cllr R Ower Cllr S Nunn Cllr D Durant Cllr M Sutton (part)

DATE	TOPIC COVERED	LOCATION	KSF	COST	ATTENDED BY
9 July 2019	Officer – New Councillor Induction	Town Hall	ALL	Officer time	Cllr J Frost
11 July 2019	Officer – New Councillor Induction	Town All	ALL	Officer time	Cllr K Darvill
11 July 2019	Hymans - Managing Currency Risk	Town Hall	KSF 3 KSF 4 KSF 5	Hymans Fee	Cllr M Goode Cllr S Nunn Cllr R Ower Cllr J Frost Cllr J Crowder
18 July 2019	Officers - Pension Fund Accounts 18/19 Briefing covered: Overview of the Pension Fund Accounts	Town Hall	KSF 2	Officer Time	Cllr M Goode Cllr R Ower Cllr O Dervish Cllr V Persaud (Audit)
23 July 2019	Hymans - Managing Currency Risk – training slides distributed for non-attendees on 11 July 2019		KSF 4 KSF 5	Officer Time	Slides Distributed to Cllr K Darvill Cllr O Dervish Andy Hampshire (GMB rep)
23 July 2019	Officer – New Councillor Induction	Town Hall – EF14	All	Officer Time	Cllr O Dervish
16 September 2019	Officer –Induction training	LBH Offices	ALL	Officer time	Derek Scott (UNISON Rep)

DATE	TOPIC COVERED	LOCATION	KSF	COST	ATTENDED BY
17 September 2019	Hymans – Multi Asset Credit: <ul style="list-style-type: none"> • Debt markets overview • What is Multi Asset Credit (MAC) • Absolute Return Bonds (ARB) • Current Yields • Comparison of MAC vs ARB 	Town Hall - As part of the Pensions committee meeting	KSF 3 KSF 4 KSF 5	Hymans Fees	Cllr J Crowder Cllr M Goode Cllr O Dervish Cllr J Frost Cllr R Ower Cllr K Darvill
24 October 2019	Officer – New Councillor (sub) Induction	LBH Offices	ALL	Officer Time	Cllr L Van den Hende
12 November 2019	A Guide to the LGPS –sent via email	LBH Offices	ALL	Officer Time	Cllr J Crowder Cllr M Goode Cllr O Dervish Cllr J Frost Cllr R Ower Cllr S Nunn Cllr K Darvill 2 nominated substitutes: Cllr R Morgan Cllr L Van den Hende
13 November 2019	CIPFA – Annual Pensions Conference	The London Stock Exchange	ALL	Free Place	Cllr J Crowder
10 December 2019	Hymans Valuation 2019 training presentation	LBH Offices	KSF 6	Hymans Fee	Cllr J Crowder Cllr D O'Flynn (sub) Cllr S Nunn Cllr K Darvill

OVERVIEW AND SCRUTINY BOARD ANNUAL REPORT 2019/20

INTRODUCTION

This report is the annual report of the Board, summarising the Board's activities during its year of operation ended May 2020.

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

BOARD MEMBERSHIP

Councillor Darren Wise (Chairman)
Councillor Philippa Crowder
Councillor Judith Holt
Councillor Sally Miller
Councillor Robby Misir
Councillor Dilip Patel
Councillor Nisha Patel
Councillor Christine Smith
Councillor Michael White (Vice Chair)
Councillor Ray Morgon
Councillor Barry Mugglestone
Councillor Linda Hawthorn
Councillor Christopher Wilkins
Councillor Graham Williamson
Councillor Natasha Summers
Councillor Keith Darvill
Councillor Bob Perry*
Councillor Maggie Themistocli*

*For part of the municipal year

WORK UNDERTAKEN

During the year under review, the Board dealt with the following issues:

LOCAL GOVERNMENT ASSOCIATION (LGA), CORPORATE PEER CHALLENGE 2019: REVIEW OF THE AGREED IMPROVEMENT ACTION PLAN.

Members considered a report that detailed the Council's Action Plan to implement the improvements identified in the Local Government Association (LGA) Corporate Peer Challenge.

The action plan was agreed at Cabinet on 9 July 2019 as well as also agreeing that Cabinet and the Overview and Scrutiny Board would review progress of the delivery of the actions plan on a six monthly basis.

The peer team considered the following five questions which formed the core components looked at by all Corporate Peer Challenges:

- Understanding of the local place and priority setting: Did the Council understand its local context and place and use that to inform a clear vision and set of priorities?
- Leadership of Place: Did the Council provide effective leadership of place through its elected members, officers and constructive relationships and partnerships with external stakeholders?
- Organisational leadership and governance: Was there effective political and managerial leadership supported by good governance and decision-making arrangements that responded to key challenges and enabled change and transformation to be implemented?
- Financial planning and viability: Did the Council have a financial plan in place to ensure long term viability and was there evidence that it was being implemented successfully?
- Capacity to deliver: Was organisational capacity aligned with priorities and did the Council influence, enable and leverage external capacity to focus on agreed outcomes?

In addition to these questions, the Council asked the peer team to consider its approach to social care improvement, housing and regeneration.

The peer team gave a short presentation before they left Havering and produced a report for the Council in May,(Appendix A). The peer challenge was a snapshot in time and acknowledged that some of the feedback may be about things the Council was already addressing and progressing.

One of the areas highlighted was that support should be given to scrutiny to allow it to be more effective and play a more positive role in policy development.

STATUTORY GUIDANCE ON OVERVIEW & SCRUTINY IN LOCAL AND COMBINED AUTHORITIES

The Board considered a report which detailed the Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities.

The 'Statutory Guidance for Local Authorities on Overview and Scrutiny', had been published in May 2019 by the Ministry for Housing, Communities and Local Government and clarified the role and benefits of scrutiny to local authorities.

Although it was statutory guidance, it recognised that local authorities should identify how best to make scrutiny work within their own political structures and that there wasn't a "one size fits all" approach.

The guidance highlighted examples of best practice across the sector in delivering the scrutiny function.

2020/21 BUDGET SETTING CYCLE

Members considered a report in February 2020 which detailed five draft Cabinet reports.

The reports would be presented to Cabinet at its meeting on 12 February and then onto the Council meeting on 26 February.

The five Cabinet reports were as follows:

- Havering and Wates Regeneration Business Plan
- HRA budget for 2020/21 and HRA Major Works Capital Programme 2020/21 – 2024/25
- 2020/21 Capital programme and Strategy
- Treasury Management Strategy Statement
- 2020/21 Budget and 2020-24 Medium Term Financial Strategy

PLAN FOR BRINGING EXISTING SERVICES BACK ON STREAM POST COVID-19 LOCKDOWN

Members considered a report which detailed the Council's plans for bringing existing services back on stream post Covid-19 lockdown.

As the Council entered the recovery phase of the Covid-19 emergency, Government and Public Health England guidance on removing lockdown restrictions and opening up work spaces required changes to the way the Council organised its services in order to maintain social distancing requirements, maintain infection control and thus reduce the number of new Covid-19 cases and deaths in the work-force and community at large.

Members were advised that there were three main impacts on the Council during the lockdown period. Firstly were the additional costs that the Council had incurred, secondly was the loss of revenue and lastly the distraction of officer dealing with Covid-19.

Following the announcement of the lockdown on 23 March the Council had acted swiftly on the guidance and closed offices across the borough allowing staff the opportunity to work from home. Smart working had been rolling out for some time and continued at a greater pace due to the lockdown. The smart working had allowed staff to be more productive than perhaps they had been before.

Even though lockdown had started easing the Council was still left with the issue of social distancing

APRIL 2020 FINANCIAL MONITORING POSITION

Members considered a report in June 2020 which set out the 2020/21 Period 1 (April) financial monitoring position. The report focused on the financial impact of the Covid-19 pandemic on Havering and the potential financial gap for 2020/21 to be funded from reserves.

The report included:

- A summary of the outturn for 2019/20
- Estimated financial impact of the pandemic on the Council for April 2020
- Government support provided to date and potential future commitments
- A financial projection setting out the potential impact on 2020/21

In February 2020 full Council agreed a balanced budget for 2020/21. The budget was set before the Covid-19 pandemic took hold in March and therefore was based on an assumption that the Council operations would be as in a normal year.

The budget included a package of £14.5m of savings which had been developed and reviewed throughout the budget process. This meant that a number of the savings proposals were already in place at the start of the year but the majority were based on assumed actions during the remainder of 2019/20 and during the course of 2020/21.

The budget also included a full appendix setting out the proposed fees and charges for the year and was set based on an assumption that this income would be received throughout 2020/21.

SMART WORKING

In July 2020 Members received a presentation on Smart Working.

The presentation detailed what measures the Council had taken pre Covid-19 to help introduce smarter working including the roll out of IT equipment and the rationalisation of office space which enabled staff to work from home.

The presentation also highlighted which Council services had received Windows 10 enabled devices.

Members were advised that staff completed e learning followed by a checklist e-form and condensed DSE assessment(special requirements), which were then processed by the Health and Safety team before items were collected

The Council had introduced an Innovative drive through collection process which was now considered gold standard and being adopted across London. To date Over 700 requests for office equipment had been received.

The presentation also highlighted The S4 project which had started with the discovery phase. The project would consider how the Council could streamline and reduce the use of paper. As the majority of staff were working from home, the enforced break from using printers regularly was also an opportunity for the S4 project to rationalise printers.

REMODELLING OF ONESOURCE SERVICES: NEW ARRANGEMENTS FOR THE FINANCE FUNCTION FOR HAVERING

In July Members had received a report update on the future of the Finance service provision to LB Havering following the decision taken at the 26 June 2020 oneSource Joint Committee meeting to vary the current Agreement.

The oneSource Joint Committee agreed to the request of LB Newham and LB Bexley to make the following changes to the shared arrangement:-

- Bexley to withdraw all services from oneSource.
- Newham to withdraw from all Finance Services except for the Finance services provided currently by the Transactional Team, Treasury and Pensions and the Oracle Systems Support Team (the latter initially for one year only).

These changes would create additional costs for Havering which would lose some of the economies of scale that had been achieved by sharing services. Under the Partnership Agreement between the three boroughs, the two boroughs requesting the withdrawal of services had to compensate Havering for the additional costs this change created

In light of the decision made by the oneSource Joint Committee there was a need to review the finance service for Havering.

The annual compensation figure was in the region of £346,000.

The Board considered the report and made recommendations.

PRE-DECISION SCRUTINY OF AN AUTHORISATION TO AWARD A CONTRACT FOR THE EXTENSION OF UPMINSTER CEMETERY PHASES 2&3

In July Members carried out pre-decision scrutiny of a report which sought authorisation to award a contract up to the value of £5,050,000 contained within the overall budget of £5,500,000 that had previously been agreed by Cabinet as part of the Council's Medium Term Financial Strategy.

Land of 5.5 hectares was identified adjacent to the existing cemetery, sufficient to provide burial space for approximately 30 years at that time. To date only phase 1 of this land had been developed. A report had previously been agreed by Cabinet which agreed to the further extension of Upminster Cemetery (Phases 2 & 3).

The Board considered the report and made recommendations.

OVERVIEW & SCRUTINY SUB-COMMITTEE/TOPIC GROUPS UPDATES

Throughout the year the Board continued to receive updates from the Chairmen of the Overview and Scrutiny Sub-Committees of the work that each Sub-Committee was dealing with.

The Board also received updates throughout the year of the work of the various topic groups that had been set up by the Sub-Committees to scrutinise the Council's and its partners work.

Each Sub-Committee annual report will show the business transacted throughout the year.

Members wished to see the re-introduction of the Debt Recovery topic group which had been previously set up independently to consider the Council's outstanding debts with a particular reference to Council Tax and NNDR historical debt. The group had instigated a more robust council process, increasing debt recovery levels.

Members also agreed to the formation of two topic groups to look at the impact of the Covid-19 pandemic and how Council services had been affected and how well the Council had worked with external agencies.

The two topic groups were as follows:

To strengthen the Council's Covid-19 Pandemic Command Response.

To strengthen the Council's Covid-19 Pandemic Multi-Agency Partner working Approach

CALL-INS

During the year the Board considered two requisitions on the following subjects:

CALL-IN OF A CABINET DECISION RELATING TO MOPAC PARTNERSHIP PLUS SCHEME FOR S92 POLICE OFFICERS

CALL-IN OF A CABINET DECISION RELATING TO PUBLIC REALM TRANSFORMATION

CORPORATE PERFORMANCE INDICATORS

Throughout the year the Board continued to receive the Quarterly Performance Reports that had previously been reported to Cabinet and Demand Pressure Dashboards which illustrated the growing demands on Council services and the context that the performance levels set out in the reports had been achieved within. Each of the Overview & Scrutiny Sub-Committees had agreed to focus on and be updated on two or three key indicators that were within their remit.

Each Overview & Scrutiny Sub-Committee continued to receive a report covering performance areas that were bespoke to the Sub-Committee's terms of reference.

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

While the work of the Board can impact on all members of the community, there are no implications arising from this specific report which is a narrative of the Board's work over the past year.

BACKGROUND PAPERS

Minutes of meetings of the Overview and Scrutiny Board 2019/20.

**Children and Learning Overview and Scrutiny Sub-Committee
Summary of Work Undertaken and Annual Report 2019/20**

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

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

SUB-COMMITTEE MEMBERSHIP FOR THE YEAR 2019/20

Councillor Judith Holt (Chairman)
Councillor Christine Vickery (Vice-Chair)
Councillor Gillian Ford
Councillor Tony Durdin
Councillor Tele Lawal
Councillor Dilip Patel
Councillor Carol Smith
Councillor Christine Vickery
Councillor Reg Whitney

Statutory Member representing the Churches:

Mrs Lynne Bennett (Church of England)
Mr Jack How (Roman Catholic Church)

Statutory Members representing parent governors:

Mrs Julie Lamb (Special)
Mrs Kathy Freeman (Primary)

Non-voting members representing local teacher unions and professional associations:

Mr Ian Rusha (NEU)

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

1. CHILDREN'S SERVICES ANNUAL COMPLAINTS REPORT 2018-19

The Sub-Committee received the Children's Services Complaints Annual Report for 2018-19. The report was a requirement under the Children Act 1989 and Representations Procedure (England) Regulations 2006.

The report provided information about the numbers and types of complaints handled by the Children's Service during 2018-19, as well as Members' correspondence.

The Sub-Committee noted that the number of Stage 1 complaints increased by 15% from 90 to 106 in 2018-19. The complaints made directly by Young People decreased from 18 in 2017-18 to 9 in 2018-19, the decrease was attributed to the improved working and communication with young people and the opening of the Cocoon Centre.

It was noted that the Director and Assistant Director of the Service operated a surgery for Young People. Other partner agencies such as Department of Works and Pensions, Housing Services and Social Workers attended the centre and provided advice and also dealt with issues.

The report outlined that six stage 1 cases were escalated to stage 2 but none had reached stage 3 during 2018-19.

The Sub-Committee noted that Children's Services continue to deliver in line with its vision for children and young people, with the aim to learning and making improvements. The Assistant Director added that this was reflected in the recent OFSTED inspection in which inspectors found improvements across all service areas.

The report by OFSTED identified that opportunities for workforce learning are well established and this has been pivotal in driving improvements.

The Sub-Committee was informed that Education complaints are reported corporately. However, enquiries relating to schools, academies or colleges have dropped from 42 in 2017-18 to 25 in 2018-19. These complaints were referred to the relevant educational establishment.

The Sub-Committee noted the report.

2. PRIMARY SATS OUTCOMES, 2019 (PROVISIONAL)

The Sub-Committee received an update report on the provisional outcomes of the 2019 statutory assessments within the Primary School sector.

The report informed the Sub-Committee that the standards in the Early Years Foundation Stage were broadly at the national average. The proportion of children achieving a good level of development in Havering remained at 72% in 2019 – exactly the same as the national average.

It was noted that although the percentage of Year 1 pupils assessed for the Phonics Check standard fell by 2% in 2019, standards in Havering remain just above the national average and generally in line with statistical neighbours.

The Sub-Committee was informed that the overall standards at Key Stage 1 were just above the national average. In Reading, the outcomes remained broadly average, which were 2 percentage points above the national figure. In Writing, the outcomes indicated Havering children were above the national average and likely to be in line with other London neighbours and higher than statistical neighbours. The percentage of pupils meeting the expected standard or above in Mathematics improved by 1 percentage point to 79%; this was 3% above the national average.

The report indicated that attainment in Key Stage 2 in all subjects were well above the national average and better than the outcomes achieved by other London boroughs and the statistical neighbours.

The proportion of pupils achieving the expected standard in Reading, Writing and Mathematics combined increased by 1 percentage point in 2019, Havering was 6% above the national average, which is classified as 'well above average' in the Performance Tables.

The report also detailed that while progress was lower than in 2018, it was still positive in all three subjects as the rating was significantly above the national average in Writing and Mathematics, and expected to be better than its statistical neighbours. It was stated that Havering was likely to be in the top 40% of all Local Authorities nationally, when results are finally validated.

The Sub-Committee noted the report.

3. SCHOOL ADMISSIONS PLACES

The Sub-Committee received a report that informed on the School Admissions process and its application in Havering, as well as an overview of performance.

The report detailed that the School Admissions Code was the statutory guidance for Admission Authorities, Governing Bodies, Local Authorities, Schools Adjudicators and Admission Appeals Panels.

The Code has the force of law and imposes mandatory requirements and includes guidelines setting out aims, objectives and other matters in relation to the discharge of functions relating to admissions.

The Local Authority, acting as the Admission Authority for Community and Voluntary Controlled Schools in the borough was required to determine its admission arrangements to these schools for each school year.

The Sub-Committee noted that children in the borough secured 77.11% of first preferences at secondary level for the current academic year 2018/19; (the highest

in London based on Department for Education data), and 88.52% of primary first preferences.

The report outlined that the trends within the data suggested that the reduction over time links to schools improving their Ofsted grade thus becoming more attractive to families but without always having scope to increase the Published Admission Number.

The Sub-Committee noted the comments of the report.

4. SCHOOL EXPANSION PROGRAMME

The Sub-Committee received an update report on the progress of the school expansion programme since the last report in August 2017. The report stated that the Local Authority had a statutory duty to plan and secure sufficient school places to meet the needs of its children and families.

It was noted that under Phase 3 and Phase 4 of the school expansion programme, a total of 19 schools have been expanded which created an additional 3106 permanent primary and secondary school places in the borough.

In March 2019, Cabinet approved the Commissioning Plan for Education Provision 2019-2023 that contained detailed pupil projections across Early Years, Primary, Secondary, Post 16 and SEND phases and also setting out the likely demand for school places as a result of the two housing zones planned for Rainham and Romford.

The Sub-Committee noted that subject to Cabinet approval, the School Expansion Programme would be updated for the Phase 4 and Phase 5 expansion programme.

The report detailed that there were plans to increase the Early Years provision in key wards, including Elm Park, Harold Wood, Hacton, Hylands, Pettits, Romford Town and South Hornchurch to meet the growing demand for places for 3 and 4 year olds.

There were also proposal for two new primary schools to open in 2023/24 on the 2 housing developments sites in Beam Park, Rainham and Bridge Close, Romford, both start-up would be closely linked to the delivery of the new housing.

The report also outlined proposals to meet the increasing needs for Special Educational Needs and Disability places by providing more alternative Resources Provision “ARP” that focus on supporting children who have Autistic Spectrum Disorder “ASD” and Social Emotional and Mental Health “SEMH”, particularly in early years and primary schools.

Two primary schools are proposed to have facilities for ARP and provide 12 places each. A third primary school will have facilities for SEMH and provide 12 places. There are also proposal for ARP facility at a secondary school for ASD needs.

During discussion, it was noted that a sponsor had been identified for the primary school provision in Beam Park.

The Sub-Committee noted the update report.

5. OFSTED PROGRESS REPORT ON SEND

At its request the Sub-Committee received a report that outlined progress on the Ofsted Improvement plan to standards of social care practice, workforce development and associated systems.

The Sub-Committee noted the following seven themes and objectives:

1. Pathway Planning and Transitions to Adulthood. The aim of the objective was to further improve the quality of care planning. It was noted that 61% of care leavers were in education, employment and training. The Cocoon – Young People Centre recently celebrated its second anniversary. The community space provides care experienced Young People to access support and leisure activities.
2. Strategy and Meetings. It was noted that standards have been agreed regarding holding strategy meetings and attendance by partner agencies being tracked via the case management system.
3. Supervision - The aim was to clarify what 'good' supervision looks like, and set out clear guidance and principles. A revised supervision template was rolled out across the service in October 2019, following consultation across the service. The new template had been created in line with systemic principles and was designed to enable reflective and purposeful practice.
4. Quality Assurance - The theme considered the auditing and other quality assurance activities across the services. A new quality assurance framework and supporting tools were introduced. The Deep Dive audit tool and monthly case file audits have been developed in Liquid Logic and the services organised a 'What Good Looks Like' workshops in June 2019 which was attended by 31 managers/supervisors.
5. Workforce and Practice Development - The theme would progress the work of the Social Care Academy and set out a route of professional development for all practitioners and managers within the service. The report indicated that 82% of social workers are now permanent staff. The service have improved its use of social media to raise the profile of Havering and advertise roles.
6. Adolescent Safeguarding - The aim of the theme was to ensure there were coherent approaches to the range of risk issues that affect young people. It was stated that there were agreement for a multi-disciplinary safeguarding arrangement, involving all main partners. Resources have been secured via funding from the Local Authority and Health partners. Some programmes/projects were already underway, including a £400k investment from the Home Office via the Mayor's Office for Policing and Crime (MOPAC)

7. Case recording and data quality - The aim of the theme was to ensure a more consistent approach to record keeping, whilst ensuring practitioners spend significant time engaged in direct work with families. It was stated that with the implementation of Liquid Logic Implementation; the focus had been on data cleansing, data migration and training. It was noted that the service worked with the Youth Management team to develop its case recording principles and these would be launched in November.

The report provided an assurance that Havering was meeting its statutory responsibilities and continuing to evidence improvement against Ofsted recommendations,

The Sub-Committee **noted** the report.

6. SECONDARY OUTCOMES 2019 (PROVISIONAL)

The Sub-Committee noted a report that updated on the provisional outcomes of the 2019 statutory assessments within the secondary sector in Havering.

The report outlined that the eighteen secondary schools were all academies, six of the schools have Sixth Forms facility. In addition, there are 3 Special Schools, 2 of which are Academies.

The attainment 8 was made up of 8 subjects. Grades 1-9 are translated into a numerical score, the total of which was attainment 8. The average attainment 8 score in Havering compared with the attainment of pupils nationally.

The report detailed that standards in the GCSEs in Havering were above the national average. The average Attainment 8 score in 2019 was 48.3 – marginally above the national average of 46.7, which places Havering in the second quintile nationally and above the majority of its statistical neighbours, and the same as the outer London average.

The attainment outcome at A Level or Key Stage 5 have fluctuated over the last few years with the ongoing changes in exams and methodology calculations, however the 6 academy sixth forms have had a 2 year improvement where Havering have outperformed its statistical neighbours ranking 1st and 26th nationally.

It was stated that the best 3 A-Levels outcomes have also fluctuated. It was indicated that improvement has not been as rapid as elsewhere nationally, or as other London boroughs. Havering still outperformed its statistical neighbours, ranking 3rd and 31st nationally.

The percentage of pupils achieving grades AAB or better at A-level for the last 4 years have remained below that of national averages but Havering was still in the better performing half. It was explained that both the outer London and Havering's statistical neighbours have had a 2 year decline resulting in Havering's position improving.

During discussion the Sub-Committee requested a breakdown of the result according to each school. The Assistant Director for Education informed the Sub-Committee that the service had raised concern with the Regional School Commissioner on the performances of some of the Academies. It was also stated that following the change in status to Academy, most of the secondary schools have not taken up the council's offer to undertake quality assurance.

The secondary schools outcome was viewed with concern by the Sub-Committee.

7. SEND ACTION PLAN – PROGRESS UPDATE

The Sub-Committee received a report on the progress made to implement the Special Educational Needs and Disabilities (SEND) action plan following the Care Quality Commission (CQC) /Ofsted inspection in March 2018.

Following the inspection an action plan was produced and has been monitored by the SEND Executive Board, comprising of Partners, Parent representatives, Schools in addition to Local Health and Local Council representation. The SEND Strategy was signed off by the Health and Wellbeing Board in September 2018 and an update was provided to a meeting of the Sub-Committee in November 2019.

The report detailed the following areas for improvement and progress on implementation:

- The SEND Executive Board was now fully engaged including parents and partners.
- Implementation of Havering's High Needs Strategy. The strategy was approved in 2017 and will run until 2022. But an earlier review was carried out. The outcome of the review was that the local priorities remain similar and progress was being made. The main theme of the Strategy remains to ensure Havering had quality and inclusive education for children with SEND.
- The strategy guides the development of new provision and the plan for a new build free school for children with SEND which have been approved by the Department for Education and the Local Authority.
- The strategy indicated the need to deliver a programme of new provision to see a better distribution across the borough and throughout both primary and secondary schools. Progress have been made in this area.
- Local Offer – to continue to develop, maintain and keep the local offer up to date, including children, young people and their families. This would ensure the offer is responsive to the needs. The work was in progress and the offer is reviewed regularly.
- Educational Health Care Hub – An interactive web-based platform to make EHC assessment and planning process more efficient and transparent, supporting inclusion of all partners including children/young people and parents. The hub is

now implemented and being used by parents and carers for new EHC plans from September 2019.

- Review of EHC planning and processes, to improve the quality of Education, Health and Care needs assessments and plans. The borough now have approximately 1,600 children with EHC plans, up from 800 former statements of SEN in 2014. New EHC plans were up from 133 in 2016 to 195 in 2018. As at January 2019 (the latest published data) 70% of EHCPs in the borough meet statutory timescales, compared with 58% across London boroughs.
- Jointly Commissioned Services to develop a single process which will inform the commissioning of services for children and young people with SEND.
- Co-production of a strategic level for working with parents and partners to determine the future commissioning of short breaks and Transport provision. A series of workshops and events have been held with parents and carers, to develop an outcome-focused joint commissioning model and framework for short breaks focused on young people with complex and multiple needs.
- Improved transition into adulthood - Providing a timely and joined up transition to ensure that young people with SEND (age 13 up to age 25) and their parents/carers have a smooth and positive experience of transition.
- Improving the Social Care Offer – work was underway to develop a 6 bed residential facility to provide long term and short break support for children in Havering.

The Sub-Committee noted the report.

8. SEND TRAVEL ASSISTANCE - UPDATE REPORT

The Sub-Committee noted a report that outlined the key issues in respect of the provision of travel assistance for children and young people with special educational needs and disabilities.

It was noted that the Education Act 1996 requires Local Authorities to make suitable and where eligible, free travel arrangements for 'eligible children' as they consider necessary to facilitate attendance of school or college and this duty underpins the Council's policy. There was a requirement to refresh and re-publish the Council's policy annually.

The Council's policy was underpinned by the following principles:

- It was the parent/guardian's responsibility to ensure that their children attend school regularly
- The use of existing provision such as free travel on public transport will be encouraged wherever possible

- Students who are able to travel independently, use public transport or be transported to school by a parent/guardian or other appropriate person are encouraged to do so
- Students who have additional travel needs are offered the most independent and personally enabling solution for their situation
- All travel options are explored for students and any assistance offered will look at what is efficient and effective, both in terms of sustainability and cost – where travel assistance is provided, the most cost-effective mode of transport that meets the individual's needs must always be used
- The travel needs of students will be reviewed regularly to ensure the arrangements are still appropriate for their assessed needs.

The Sub-Committee noted that the budget for travel assistance for children and young people was about £3million and expenditure for 2019-20 was forecasted at £3.46million.

The demand for travel assistance was increasing and applications received during the 19-20 renewal period have risen by almost 70 compared to last year.

The report also highlighted the continued overspend on budgets for the service over the last three financial years, which highlights the need to respond differently to the needs of the borough.

The Sub-Committee was informed that as part of the 2019-20 annual refresh of the policy some refinements in practice have been introduced.

The Sub-Committee noted the council was part of a London Borough Travel Assistance Group, which seeks to share information, issues, best practice and opportunities for the future of service provision. It was stated that Havering would continue to participate in such groups to share information about options and learn from other initiatives.

During a brief discussion the Sub-Committee requested further information on the average journey time on the passenger transport bus at a future meeting.

It was confirmed that parents and other users of the SEND transport were aware of the consultation and have responded.

9. ADULT EDUCATION OUTCOMES - UPDATE REPORT

The Sub-Committee received a report that provided an update on Havering Adult College performance outcomes for 2018-2019.

The report outlined that Havering delivers Adult and Community Learning (ACL) through Havering Adult College. The college receives two direct grants to fund its operation, one from the Education and Skills Funding Agency (ESFA) and one from the General London Authority (GLA), which enables the delivery of a range of

courses aimed at learners aged 19+ who could be resident in the borough or attend from outside of the borough.

The report indicated that in the academic year 2018-19, Havering Adult College delivered learning opportunities to 4368 learners. The achievement rate for learners overall was 98.79%, based on the Management Information System data returned to the ESFA for that year.

The last three Ofsted inspections have found the provision to be Good, and with some excellent features.

The Sub-Committee noted the following In-Year Outcomes for Learners:

1. For skills-based (accredited) courses, retention was excellent at 97.94%, and achievement was particularly excellent at 98.86%.
2. For community learning (non-accredited) courses, retention was very good at 95%, with achievement remaining excellent at 98.72%.
3. All withdrawn learners were followed up as part of the college's robust quality assurance and improvement infrastructure, and reasons were recorded for the early departure.

10. SCHOOL ATTENDANCE AND EXCLUSIONS - UPDATE REPORT

The Sub-Committee received a report that provided progress made to improve School Admissions & Inclusions arrangements across all Havering's Schools/Academies and Alternative Provisions.

The report stated that the Local Authority had a statutory duty to provide pupils who have been permanently excluded an education from day 6 of the exclusion. The Inclusion Team work with schools/academies to avoid permanent exclusion where possible and offer other alternative pathways to support pupils.

The Sub-Committee noted that the Attendance, Behaviour and Traveller Support Service, an Early Help Education Service monitors pupil attendance where the attendance of pupils falls below the acceptable level in school.

The report informed that the levels of overall absence and persistent absence (PA) have reduced in Havering in the past 5-year period and only remain slightly higher than London and national averages. It was stated that unauthorised absence was slightly below London average in both primary and secondary schools over the 5-year trend which was a positive step in the right direction.

The Sub-Committee noted that in the last academic year, the Attendance, Behaviour and Traveller Support Service led on an attendance project with the key aim of sharing outstanding practice within schools and academies across key stages with a focus on challenging the rationale for authorising absence; this resulted in an Attendance Summit that was attended by thirty Schools and Academies.

The following key measures around attendance/absence were set by as indicators:

- Overall Absence
- Authorised Absence
- Unauthorised Absence
- Persistent Absence at 90% and below

11. ADOLESCENT SAFEGUARDING STRATEGY AND SERVICE UPDATE

The Sub-Committee received an update report on the adolescent safeguarding approach across a spectrum of 10-18 year olds (up to 25 year old with SEND) focussing on risk to children and young people outside of the familial context.

The report outlined that the borough's approach was preventive, multi-disciplinary and long term to better safeguard children and young people vulnerable to a range of exploitation factors. The strategy was to improve current interventions by bringing services together whilst seeking to plan and intervene earlier in the longer term.

It was noted that the two-fold approach was consistent with the Ofsted improvement plan and Community Safety partnership priorities.

The report informed that one of the key recommendations from the Ofsted inspection of June 2018 was to improve the response to children at risk outside of the home as the service had a statutory duty under the Crime and Disorder Act 1998 to produce an annual refreshed community safety plan.

The report provided an update on the developed strategy, via multi-agency workshops to ensure multi-disciplinary input. The strategy and work plan contained various priority areas.

The new structure, subject to consultation with staff and successful recruitment, was intended to be embedded by March 2020.

The Sub-Committee was informed that a multi-agency strategic partnership adolescent safeguarding strategy group was established chaired by the Director of Children's Services to engage with Community organisations, Police and Health representatives.

The Adolescent Safeguarding Strategy as outlined was launched at an event marking the next stage of implementation of the service approach to intensify safeguarding of adolescents in the borough.

The Sub-Committee noted the content of the report as an update on the borough's approach to multi-disciplinary adolescent safeguarding.

12. HAVERING YOUTH SERVICE

The Sub-Committee received an update report on the work of the Youth Services during 2019 and its focus upon targeted work and increasing need to develop a contextual safeguarding approach.

The report detailed that Havering Youth Service provides a wide range of opportunities for young people to grow and develop new and existing skills, make a positive contribution to their community and where relevant, reduce their involvement in risky, antisocial or criminal activities.

Havering Youth Service delivers an inclusive service that was available to all young people in Havering as well as providing targeted and preventative work in partnership with the wider Children's Services, Education and Housing.

The report informed the Sub-Committee that the next step for the service was to align service provision via the Integrated Adolescent Safeguarding Strategy bringing together services to better respond to the needs of children and young people at risk outside of the familial context.

13. ADOPT LONDON EAST - UPDATE REPORT

At its request, the Sub-Committee received a report that provided background and update on the work of Havering hosted Adopt London East.

Adopt London East formed in response to a 2015 government directive to all Local Authorities to streamline adoption services through the development of regional arrangements by 2020.

Adopt London East provides adoption services for Havering, Tower Hamlets, Newham and Barking and Dagenham.

The report provided a summary of the development and functions of the agency and contained a brief progress report since the service became operational on 1st October 2019.

The quarterly Adoption and Special Guardianship Leadership Board (ASGLB) report for all Local Authorities have been analysed to provide a service baseline. It indicated that performance have declined in all Local Authorities in the 6 months prior to Adopt London East go-live.

Adoption performance were measured over one and three year cycles and improvements therefore would take time to be fully captured in the data returns. Early indicators were however monitored closely within the service.

Performance in respect of child matches had improved considerably. Adopter approvals are predicted to decline further in Q3 and 4 due to the decline in adopters in early stages of approval. Early stage applications have though increased from month to month and improvements are predicted for 2020/21.

The Sub-Committee noted that demand for adoption support services had increased considerably as has the number of children requiring a placement. In the last reporting year, a total of 57 children were placed. It was likely that less children would be placed this year due to the slowdown in quarters one and two but a total of 167 children were currently receiving a family finding service.

The demand for adoption support had shown a similar increase along with an improved support for our families would improve outcomes for our adoptive children and families.

The report outlined that the board would monitor an increase in demand closely so that savings made from an increase in the number of adopters available to accept a placement would be re-invested into service improvement to ensure the service was able to meet identified increased demands.

14. COUNCILLOR CALL FOR ACTION

In accordance with the Localism Act 2011, a Member of the Council requested that the sub-committee consider a Councillor Call for Action on the proposed changes to the delivery of Children's Centre Re-design recommendations Services following a public consultation that was undertaken between June and September 2019.

The sub-committee considered the grounds for the Councillor Call for Action and noted that changes and new arrangements were being considered by the service to the proposed recommendations to Cabinet.

The Sub-committee also made comments to the proposed Cabinet report.

15. CORPORATE PERFORMANCE INDICATORS

Throughout the year, the Sub-Committee had received reports on the outcome of performance against the indicators which fell within the Sub-Committees remit.

This included demand pressure dashboards which illustrated the growing demands on Council services and the context that the performance levels set out in the reports had been achieved within.

16. THE CORPORATE PARENTING PANEL

The Corporate Parenting Panel met on periodically throughout the year, alternating Formal and Participation meetings. The Participation meetings comprising discussions with a variety of contributors, including care leavers, foster carers, social workers, the assistant head of the virtual school and importantly the young people themselves. The Panel considered a variety of topics, including policy, information, advice and support, service improvement, communication for the borough's children in care and the transition into Adult Services and Leaving Care. The Formal meetings focused on a number of areas including performance, outcomes, out of

borough provision, the fostering and adoption process, and housing issues as they related to children.

17. ANY OTHER BUSINESS

During the year the Chairman regularly updated the Sub-Committee of her visit to schools in the Borough and Children's Services offices.

The Chairman would like to thank all Members, Officers and outside body members for their dedication to the Sub-Committee over the last municipal Year 2019/2020.

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

While the work of the Sub-Committee can impact on all members of the community, there are no implications arising from this specific report which is a narrative of the Sub-Committee's work over the past year.

BACKGROUND PAPERS

None.

Crime & Disorder Overview and Scrutiny Sub-Committee Summary of work undertaken 2019/20

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

It is planned for this report to stand as a public record of achievement for the year and enable Members and others to have a record of the Sub-Committee's activities and performance.

SUB-COMMITTEE MEMBERSHIP

Councillor Sally Miller
Councillor Matt Sutton
Councillor Vacancy
Councillor Vacancy
Councillor Tele Lawal
Councillor John Tyler
Councillor Bob Perry*
Councillor David Durant*

**For part of the 2019-20 municipal year*

During the year under review, the Sub-Committee dealt with the following issues:

MOPAC PARTNERSHIP PLUS SCHEME FOR S.92 POLICE OFFICERS

The Sub-Committee received a report that set out the proposal from the Mayor's Office for Policing and Crime (MOPAC) on the Partnership Plus scheme for S.92 Police Officers for Havering for a decision by Cabinet.

The new Partnership Plus Scheme was launched in February 2019 to support safer neighbourhoods within London Boroughs. The report detailed that the MOPAC Partnership Plus Scheme for the London Boroughs must be discussed and considered with the Borough Commander.

The report informed the Sub-Committee that the new scheme would allow the Council to purchase police officers at a reduced rate of £57,000 per police constable, £70,500 per sergeant and £86,000 per inspector. This represented a discount of over 21% of the full cost of a police constable.

The minimum term for Partnership Plus Scheme agreement was three years, albeit either party may terminate the agreement with six months' notice for any reason within the term.

HOW THE MPS WERE TACKLING DRUGS IN HAVERING

The Sub-Committee received an overview of how the Metropolitan Police Service (MPS) were tackling drugs in Havering. The report outlined that criminal drug use could be found at the root of many of the social problems, often manifesting in problematic behaviour on streets and behind closed doors.

The Sub-Committee noted that crime and disorder ranged from low level drugs related ASB and litter, to high level dealing, supply, OCN and violent crime.

The report indicated that tackling drugs issues required a wide range of tactics and interventions – across East Area's policing strands, other Met departments and in partnership with local authorities and other agencies – particularly around the regulation of all drug classifications and support work for those who were drug dependent.

The MPS had recently re-launched its drugs strategy, focusing on drug-related violence (DRV) and the East Area Basic Command Unit (BCU) was committed to the policy. It was noted that this would demonstrate a long term commitment to reducing demand, harm and supply within the operating parameters of the BCU.

The Sub-Committee was informed that within the BCU (and Havering), any focused drugs work would predominantly be undertaken by the local SNT and CID. However Emergency Response and Safeguarding teams would be heavily involved through their ongoing demand. It was noted that within the Safeguarding Team, it had been identified that drug and alcohol dependency was a key driver for Domestic Abuse and other related issues.

The Sub-Committee was informed that whilst all strands of the MPS would deal with drug-related crime, the focus should always be on prevention. This would be achieved through continued partnerships under IOM (inc DIP) and across the London Borough of Havering and other agencies which educate, along with intervening and supporting those with a drug dependency. This was a joint problem to continue to tackle and reduce.

UPDATE REPORT ON LB HAVERING APPLICATION FOR UNLAWFUL ENCAMPMENT INJUNCTION

The Sub-Committee received an update report at the September 2019 meeting on the Council's application for unlawful encampment injunction. It was stated that residents, business owners and landowners have experienced an increasing number of unauthorised encampments across Havering in recent years.

The report outlined that the Borough had suffered significant and prolonged issues such as environmental and economic as a direct result of each unauthorised encampment, including fly tipping, anti-social behaviour, criminal damage and violent behaviour, and compounded by the environmental impact and health risks arising from the majority of such illegal incursions.

It was stated that across the borough, there were 260 vulnerable sites, including parks and open spaces that have been identified across Havering, requiring deployment of almost 600 injunction notices to ensure that this preventative measure could be made legally enforceable for at least 3 years at the date of next hearing.

At the meeting, the Interim Enforcement Group Manager for Neighbourhoods verbally confirmed that the High Court was hearing the Council's claim for an interim injunction to prevent unauthorised encampments across over 200 sites in Havering and against 105 named individuals between 10 and 11 September 2019.

USE OF TASER DEVICE ON THE EAST AREA BCU

The Borough Commander gave Members a briefing on the use of Taser devices by officers.

It was stated that nationally the Home Office approved Taser for use by authorised firearms officers (AFOs) and 'specially trained officers' (STO's). The Taser device was a conducted energy device and was classified as a Section 5 weapon under the Firearms Act 1968 and by NPCC as 'work related equipment'.

The Sub-Committee was informed that within the Metropolitan Police Service, only officers who have been confirmed in the rank of Constable will be considered for training as a Taser Officer. An officer must attend and pass an initial nationally accredited Taser course. There is a national standard that must be met before an officer could be authorised to carry a Taser.

SAFER NEIGHBOURHOOD BOARD - UPDATE REPORT

The Chairman of Havering Safer Neighbourhood Board gave Members a briefing detailing the progress of the Board since it was established 5 years ago.

The Sub-Committee was informed that Safer Neighbourhood Boards (SNBs) are the means by which the Mayor of London (through the Deputy Mayor and the Mayor's Office for Policing and Crime) holds Borough Police Command Units to account for performance, giving residents and victims a greater voice in setting policing priorities.

The following objectives of the board were outlined:

- Having a broad remit to reflect the Mayor's Office for Policing and Crime's responsibilities, respecting the view that local people would know best what is needed at the local level.

- Ensure communities are more closely involved in problem solving and crime prevention.
- Have greater reach and ensures a more frequent refresh of ideas and views;
- Achieve greater coherence between different engagement mechanisms, e.g. Independent Advisory Groups (IAG) and Stop and Search Community Monitoring Groups (S & S CMG), so as to provide greater public accountability in policing and crime reduction.
- Make more efficient use of resources to deliver value for money and target funds at tackling issues of local concern and crime prevention.

PROGRESS REPORT ON SERIOUS GROUP VIOLENCE AND KNIFE CRIME

The Sub-Committee received an update report on Serious Group Violence and Knife Crime.

The report informed Members that:

The highest proportion and volume of youth violence takes place within the ward Romford Town. The second most notable ward scoring high with knife crime related offences was Gooshays.

The 'Perception' of Knife Crime being a problem have increased, it was stated that 27% of residents in Havering (1 in 4 people) now believe the issue was a problem.

County Lines awareness was being raised with all of Havering's secondary schools and pupil referral units.

Young people going missing through County Lines have been found in 11 different counties with Essex (Chelmsford) and Worcestershire (Evesham) being the most common.

It was stated that tackling serious violence was a key priority for both MOPAC and the council.

The report detailed the following progresses that have been made:

On County Lines Exploitation - a major, cross-cutting issue involving drugs, violence, gangs, safeguarding, criminal and sexual exploitation, modern slavery and missing persons. The response to tackle county lines involved the Police, the National Crime Agency, a wide range of Government departments, Local government agencies and voluntary and community sector (VCS) organisations.

CORPORATE PERFORMANCE REPORTING

Throughout the year, the Sub-Committee had received reports on the outcome of performance against the indicators which fell within the Sub-Committees remit.

Environment Overview and Scrutiny Sub-Committee Summary of work undertaken 2019/20

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

It is planned for this report to stand as a public record of achievement for the year and enable Members and others to have a record of the Sub-Committee's activities and performance.

SUB-COMMITTEE MEMBERSHIP

Councillor Maggie Themistocli (Chairman)
Councillor Michael Deon Burton (Vice-Chair)
Councillor Matt Sutton
Councillor Nic Dodin
Councillor Carole Beth
Councillor Darren Wise

During the year under review, the Sub-Committee dealt with the following issues:

HIGHWAYS INVESTMENT PROGRAMME

Members received a presentation on the Highways Investment Programme.

Havering's aspiration was to deliver one of the biggest investments to local roads and pavements in London, following an investment of £3.2 million in 2018/19. The £40m investment comes in response to residents' concerns around increased congestion, as well as demands to upgrade roads and fix potholes. Work on the resurfacing programme commenced in May 2019, with 53 carriageways and 96 footways/footpaths identified for the 2019/20 programme. The 2020-23 list had been generated and engineers were due to commence site validation and the final list for 2021-21 was expected in December 2019.

The level of capital spend on the programme provided an opportunity for all material aspects of streetscape to be considered in the roads where improvements were being considered, including dropped kerbs, street trees, sign posts and street lighting.

It was expected that the 2019-20 programme would be delivered on time and to budget and any adverse impact on traffic and the general public would be kept to a minimum.

PARKS & OPEN SPACES STRATEGY 2020-2025

Members received a presentation on the 2020-25 Parks and Open Spaces Strategy.

There was a great collection of parks and open spaces in the borough with varying landscapes, which were rated very highly by residents. By implementing the strategy, the Council would ensure that key park assets were enhanced and continued to make Havering a great place to live and work in. The purpose of the strategy was to 'provide focus and added value to the efforts of everyone involved in the planning and provision of parks and open spaces, linked to a very clear view of what will be achieved by 2025'. Set against the Havering Plan and the themes and outcomes within that, the Strategy provided a framework for action to continue to provide and manage accessible, safe, clean, attractive, and welcoming parks and open spaces for everyone. Members congratulated the team on their organisation of the Harold Hill event.

During discussion, Members sought clarification on what was and was not public open space and a definition would be circulated; and the impact on the parks enforcement service as part of the enforcement service review.

CORPORATE PERFORMANCE INDICATORS

Throughout the year the Sub-Committee continued to receive the Quarterly Performance Reports that had previously been reported to Cabinet and Demand Pressure Dashboards which illustrated the growing demands on Council services and the context that the performance levels set out in the reports had been achieved within.

Member's views were sought on the potential new performance indicators that could be monitored for the 2019/20 financial year. Members agreed that all performance indicators would be reported to the next meeting, however members indicated an interest in the following indicators:

- Total household waste per head of population (kg), to include information on tracking HMOs

- Number of new HMO licenses issues

- Number of HMOs enforced against

- PCN appeals response rate (and issues), to include the number of appeals won against the Local Authority, categories and the plans to train officers to deal with the issuing of PCN's in order to reduce the number of successful appeals.

RESOURCE AND WASTE STRATEGY - CONSULTATION SUMMARY

In September 2019 Members received a detailed consultation summary of the resource and waste strategy.

The Government's Resource and Waste Strategy had been published in December 2018. From this, four consultations had been released in February 2019, and Havering had responded to these in May 2019. The consultations were as follows:

Consistency in Household and Business Recycling Collections
Introducing a Deposit Return Scheme
Reforming the UK Packaging Producer Responsibility System
Introducing a Plastic Packaging Tax

The Government had now published its summaries of all responses gathered, with proposed next steps. Outlined in the summary were those parts of the responses pertinent to Havering and its waste collection and street cleansing services.

BEHAVIOUR INSIGHTS PROJECT INCLUDING THE TWO BAG TRIAL

The report and presentation before members gave an overview of the Council's Behavioural Insights trial project.

Members were advised that the Council currently paid approximately £130 per tonne to dispose of waste regardless of whether it was refuse or recycling.

The aim of the project was to reduce total waste collected from households in high waste producing areas.

A scoping study had taken place to ascertain kerbside waste, which areas to target and what intervention options were possible.

Co-design workshops had taken place and residents were identified and recruited to take part in the pilot.

The main focus of the pilot was to reduce the levels of waste left at the kerbside, by limiting households to two bags of refuse a week.

Members were advised that conversations between council staff and Serco operative staff (Keep Britain Tidy) were ongoing.

Members noted that phase two of programme, which included design of communications and engagement approaches would be live in September and October and phase three when the two bag trial would be implemented would be in place between November and January 2020.

SCHOOL PARKING SAFETY MEASURES

In February 2020 The Interim Parking Manager explained most parking issues related to primary schools in Havering. Some 70% of primary school children in Havering went to school by vehicle and one quarter of all morning journeys were for the school run. This led to higher levels of childhood obesity and higher numbers of children being injured on roads. Higher levels of pollution were also an issue.

These issues had been addressed at four schools by the introduction of Public Space Protection Orders (PSPOs) whereby failure to pay parking penalties applied would result in a criminal record. Havering was the only Council in the UK to use PSPOs to address school parking. There was no appeal process for PSPO fines and any representations could only be made as an interview under caution.

Another measure used was School Streets where funding was received to prohibit any vehicles at a school location at drop-off and pick-up times. Residents or deliveries etc. were exempted. Failure to comply was dealt with as a civil offence and hence the scheme required fewer resources to implement.

Controlled parking zones (CPZs) could be introduced if there was demand from local residents. This meant parking on a road near a school was only permissible with a permit. Blue badge holders were also allowed to park within a CPZ. Officers were trying to move away from the use of single yellow lines as these also prevented residents from parking.

There was no cap on the number of permits that could be purchased in Havering but few households in fact had more than two permits. Additional permits, specific to a particular vehicle, required a proof of address to be shown in order to obtain them. CPZs could be requested via a petition or by residents speaking to their ward Councillors. Officers would usually consider the introduction of a CPZ if more than 50% of residents supported this.

Support measures to reduce school parking included school crossing patrols and the introduction pedestrian refuges, speed humps or 20 mph zones. Park and stride and walking bus schemes also served to reduce the amount of parking issues near schools.

Reduced parking by schools had a number of benefits including lower pollution more exercise for children, a safer environment and improved academic performance due to children undertaking more physical activity.

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

While the work of the Sub-Committee can impact on all members of the community, there are no implications arising from this specific report which is a narrative of the Sub-Committee's work over the past year.

BACKGROUND PAPERS

Minutes of meetings of Environment Overview and Scrutiny Sub-Committee 2019/20

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Health Overview and Scrutiny Sub-Committee Annual Report 2019/20

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

It is planned for this report to stand as a public record of achievement for the year and enable Members and others to have a record of the Sub-Committee's activities and performance.

SUB-COMMITTEE MEMBERSHIP

In the year under review, the Sub-Committee's membership was as follows:

Councillor Nisha Patel (Chairman)
Councillor Ciaran White (Vice-Chair)
Councillor Nic Dodin
Councillor Jan Sargent
Councillor Christine Vickery
Councillor Darren Wise

During the year under review, the sub-committee met formally on three occasions and dealt with the following issues:

1. Havering Clinical Commissioning Group

Throughout the year, the Sub-Committee has kept a clear overview of the work of the borough's Clinical Commissioning Group. Discussions have focussed on workforce issues and in particular the challenges of GP recruitment locally. Initiatives such as GPs with special interests and the funding of senior GP nurses have been noted but the Sub-Committee remains concerned at the proportion of Havering GPs approaching retirement age and will continue to monitor how the Clinical Commissioning Group plans to address this.

2. Obesity Prevention

Public health officers have outlined for the Sub-Committee the Council's obesity prevention strategy. This applies to both children and adults. Work is in progress to encourage breast feeding of babies and the drinking of water rather than fizzy drinks. Related issues scrutinised include work with schools to encourage healthy eating among pupils and plans to work with local takeaway businesses to encourage a Healthy Catering Commitment.

3. Performance Information

Throughout the year under review, the Sub-Committee has sought to keep performance information under review. This has covered issues within the Council's Public Health remit such as obesity levels as well as those supplied by the Acute Trust such as length of treatment waits and length of stay data. Levels of vacancies at the Trust are also monitored. The Sub-Committee will seek to continue its overview of performance information during the coming municipal year.

4. Child and Adolescent Mental Health Services (CAMHS)

Following the relocation of CAMHS services to a new site in Havering, the Sub-Committee held detailed discussions with North East London NHS Foundation Trust officers on the role of the CAMHS service. These covered the numbers of referrals, how support was offered to service users and the continuity of care with adult services.

5. Barking, Havering and Redbridge University Hospitals' NHS Trust (BHRUT) Clinical Strategy

BHRUT officers explained to the Sub-Committee progress with the review of the Trust's clinical strategy which sought to address a number of priorities for change including rising population growth and the need to increase digitisation of health services. It was accepted, with for example, a shortage of GPs locally increasing numbers of A & E attendances, that it was important that partners such as the Council and Primary Care were also involved in the strategy. Scrutiny of the clinical strategy is likely to continue in the new municipal year although this may be impacted by Trust priorities given the Covid-19 pandemic.

6. Leisure Centres

At its October meeting, the Sub-Committee were pleased to scrutinise the role of Council leisure centres in health improvement and promotion. The Council's health and wellbeing manager and a representative of the leisure centres contractor gave details of a number of ways the service assisted with health improvement. This included gym sessions as part of the cardiac rehabilitation scheme and a successful pilot of a weight management programme. It was hoped to recommence pre and post-natal aqua-aerobics if midwife attendance could be agreed with BHRUT.

7. Havering Health and Wellbeing Strategy Consultation

The Sub-Committee also reviewed progress with the development of the Council's new Health and Wellbeing Strategy. This would cover a four year period and consist of a number of priorities including obesity prevention and reduction in smoking

levels. The impact on health of planned regeneration schemes would also be considered by the Strategy, progress reports on which would be taken by the Council's Health and Wellbeing Board.

8. Site Visit – Sunflowers Court, Goodmayes Hospital

In November 2019, the Sub-Committee undertook a site visit to the Sunflowers Court in-patient unit at Goodmayes Hospital. The unit, which received patients from across Outer North East London, was toured by Members who were able to gain a clear understanding of how a secure psychiatric unit operated and the services that were commissioned in this area for Havering residents. Members were pleased to be advised that accommodation for patients who were referred by the Police or Ambulance Service was due for expansion and refurbishment and it is hoped to revisit the site once this work is completed.

9. Healthwatch Havering

The Sub-Committee has continued through the year to enjoy a positive working relationship with Healthwatch Havering - the organisation representing users of local health and social care services. A director of the organisation attends most meetings of the Sub-Committee and is permitted to ask questions of NHS representatives attending.

Healthwatch Havering has the legal power to submit agenda items to the Sub-Committee and issues discussed with Healthwatch included survey work on what local residents viewed as future priorities for healthcare as well as the organisation's annual report. Details were also given to the Sub-Committee of 'enter and view' visits carried out by Healthwatch Havering to the A & E and Urgent Treatment Centre at Queen's Hospital.

10. Outer North East London Joint Health Overview and Scrutiny Committee (JHOSC)

Throughout the year under review, the Sub-Committee was represented by Councillors Patel, Dodin and White on the Joint Health Overview and Scrutiny Committee covering Outer North East London. This Committee allows scrutiny of health service issues covering more than one Council area and, in addition to Havering, includes representation from Barking & Dagenham, Redbridge, Waltham Forest, Essex and Epping Forest Councils.

Among the issues scrutinised by the Joint Committee, which met on five occasions during the year, were the following:

Cancer Services – A key driver of the Joint Committee's work this year has been to continue to scrutinise the impact of changes to cancer services, in particular the move of chemotherapy services from King George to Queen's Hospital. Issues scrutinised included the continuing failure to fully recognise the red card system allowing chemotherapy patients priority at A & E, the availability of parking for

chemotherapy patients and usage of the Cedar Centre cancer hub at King George Hospital.

The methodology used to forecast demand for chemotherapy services was also scrutinised by the Joint Committee and updates taken from the Local Healthwatch organisations on their discussions with BHRUT about the changes to cancer services.

Winter Pressures – Representatives of both BHRUT and the local Clinical Commissioning Groups brought to the Joint Committee for scrutiny their plans for coping with the winter peak demand on health services. It was accepted that workforce issues were key to achieving this by ensuring sufficient staff were able to be recruited to both health and social care. Other work was focussed on increasing the take-up rate for flu vaccines improving patient flows through Queen's Hospital.

Primary Care Transformation – The Sub-Committee was briefed by the local Clinical Commissioning Groups on plans to establish more integration between health providers and between the health and social care sectors. The establishment of several Primary Care Networks would seek to improve areas such as the availability of on-line consultations and the improved recruitment and retention of local GPs.

Joint scrutiny with North East London JHOSC – In order to facilitate scrutiny of issues affecting the whole of the North East London sector, the JHOSC has this year begun to meet periodically with the equivalent Joint Scrutiny Committee for Inner North East London. This has enabled effective scrutiny of the proposed move of location of Moorfields Eye Hospital – a facility which receives significant numbers of referrals of Havering residents. A useful site visit to the current Moorfields site was also undertaken by members of the Joint Committees.

The Joint Committees also had the opportunity in February to scrutinise the draft NHS Long Term Plan. This set out the development of a number of NHS work programmes over a 10 year period. Recommendations made by the Joint Committees for inclusion in the final plan included that any responsibilities devolved from the NHS to Local Authorities would carry appropriate financial recompense and an emphasis that affordable accommodation was needed for NHS staff.

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

While the work of the Sub-Committee can impact on all members of the community, there are no implications arising from this specific report which is a narrative of the Sub-Committee's work over the past year.

BACKGROUND PAPERS

None.

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Individuals Overview and Scrutiny Sub-Committee Annual Report 2019/20

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

It is planned for this report to stand as a public record of achievement for the year and enable Members and others to have a record of the Sub-Committee's activities and performance.

SUB-COMMITTEE MEMBERSHIP

Councillor Christine Smith (Chairman)
Councillor Michael White (Vice-Chair)
Councillor Ciaran White
Councillor Nic Dodin
Councillor Linda Van den Hende
Councillor Denis O'Flynn
Councillor Jan Sargent

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

ADULT SOCIAL CARE - COMPLAINTS REPORT

The Director of Adult Services presented the Adult Social Care Complaints Annual Report to the Committee. This detailed the complaints, enquiries and compliments received during the period April 2018 to March 2019.

There was a statutory requirement to publish the report annually.

SAFEGUARDING ADULTS TOPIC GROUP - A OVERVIEW

In addition to the four Sub-Committee meetings, the Safeguarding Adults Topic Group, comprised of Councillors Smith, White, Van den Hende and Sargent, visited care facilities, service providers of homecare, residential and nursing homes alongside commissioning staff at BHRUT and NELFT. The topic group also visited the Hermitage, Shaw Trust Upminster Crematorium, Avalon Centre, Yew Tree Resource Centre and Neave Crescent. The Sub-Committee received a report that updated members on the visits and the observations made by the topic group.

SOCIAL ISOLATION AND SUPPORTING RESIDENTS – UPDATE

The Sub-Committee received a presentation outlined how social isolation and loneliness support would be developed with Local Area and Community Coordinators and an autism strategy.

REABLEMENT - UPDATE

The Sub-Committee received a report which detailed the service delivery and performance outcomes of the Reablement Service delivered by Essex Cares Limited.

ADULT SOCIAL CARE AND THE VOLUNTARY SECTOR

The Sub-Committee received a report and presentation on the Adult Social Care funded voluntary offer, what services were provided and the benefits delivered.

HEALTHWATCH HAVERING – ANNUAL REPORT

The Sub-Committee has continued, throughout the year under review, to enjoy a productive working relationship with Healthwatch Havering – a local organisation representing the users of local health and social care services. Members of Healthwatch regularly attend meetings of the Sub-Committee and are able to ask questions of witnesses.

The Healthwatch Havering annual report was also presented to the Sub-Committee during the year under review. This outlined the statutory powers of Healthwatch to undertake enter and view visits to health and social care premises and how these were used in Havering. Other relevant aspects of Healthwatch's work included seeking the views of local people on health and social care and A&E services and work to scrutinise local services for people with learning disabilities. The Sub-Committee gave a recommendation that Healthwatch Havering be given publicity in the Living in Havering Magazine.

CORPORATE PERFORMANCE INDICATORS

Throughout the year the Sub-Committee continued to receive the Quarterly Performance Reports that had previously been reported to Cabinet and Demand Pressure Dashboards which illustrated the growing demands on Council services and the context that the performance levels set out in the reports had been achieved within.

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

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BACKGROUND PAPERS

None

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Towns and Communities Overview and Scrutiny Sub-Committee Summary of Work Undertaken 2019/20

INTRODUCTION

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2020.

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

SUB-COMMITTEE MEMBERSHIP

Councillor Ray Best (Chairman)
Councillor Robby Misir (Vice-Chair)
Councillor Keith Darvill
Councillor Tony Durdin
Councillor Paul Middleton
Councillor Gerry O'Sullivan
Councillor Timothy Ryan
Councillor Carol Smith
Councillor Christopher Wilkins

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

CORPORATE PERFORMANCE INDICATORS

Throughout the year the Sub-Committee continued to receive the Quarterly Performance Reports that had previously been reported to Cabinet and Demand Pressure Dashboards which illustrated the growing demands on Council services and the context that the performance levels set out in the reports had been achieved within.

UPDATE - ADOPTION OF THE SEX ESTABLISHMENT LICENSING POLICY AND ADOPTION OF SCHEDULE 3 OF THE LOCAL GOVERNMENT ACT 1982

In accordance with the Council's Continuous Improvement Model, the Sub-Committee received a briefing on the Sex Establishment Licensing Policy that was adopted by Council in early 2015.

The Policy recommended that the maximum number of sex establishments for all wards in the borough was zero.

The Sub-Committee was informed that the Licensing Authority received very few enquiries from premises that were considering an application. All prospective applicants were referred to the Council's Policy.

Members were informed that to date there have been no legal challenge to the Policy. The Licensing Authority indicated that there were no licensed sex establishments in the borough.

ROMFORD TOWN CENTRE MASTERPLAN

At the request of a Member, the Sub-Committee received a report on the Romford Town Centre Masterplan project.

The report provided a summary of work undertaken to date in respect of the Town Centre Masterplan project that was commissioned in October 2018 to deliver a comprehensive, design-led development framework for Romford.

It was noted that the objective of the project was to develop a masterplan that would guide and facilitate Romford's future growth appropriately and sustainably, building on its unique characteristics to deliver a high quality, cohesive and vibrant town centre for Havering.

The Sub-Committee was informed that the intention was to adopt the masterplan document as formal planning policy so that it becomes a Supplementary Planning Document (SPD). The SPD would form part of a suite of sub-policies under the Boroughs Local Plan (LP) when this is adopted in 2020. The Council's Local Plan had been submitted to the Secretary of State.

The Sub-Committee noted that consultation on the planning Inspector's proposed modifications to the Local Plan would take place in early 2020.

The aim of the masterplan was to provide a vision for Romford which was supported by detailed guidance that enables opportunities to be realised so that that Romford retains its strategic role within Havering, North East London and Essex.

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Romford would be a mixed and vibrant regional Town Centre with a distinct character. It would consist of a refined retail offer complimented by a rejuvenated market, with a focus on local goods and services, maintaining its role as a major leisure destination, with an enlarged employment offer, an early evening food and beverage offer and new residential community.

The masterplan vision was supported by 8 interrelated objectives. These objectives were supported by strategies to provide guidance on how to turn the objectives in to good growth and deliver the social infrastructure that was needed to support growth.

The Sub-Committee was informed that the masterplan team had also engaged with partners and stakeholders to inform the development of the masterplan.

The Sub-Committee was informed that a Member briefing was planned for the future including an opportunity for a walkabout on one of the sites.

HOUSING REPAIRS AND GAS SAFETY CHECKS

At the February 2020 meeting an update on the provision of responsive repairs and carrying out gas safety checks to Council owned and managed housing stock. Following on from the initial report from July 2019.

As part of its statutory duties as a landlord the Council is required to undertake responsive repairs to its properties. This includes those associated with gas appliances and heating systems.

Following a procurement exercise, in accordance with the Public Contract legislation, in 2014 a five year contract was awarded to the Breyer Group. The contract is on a Price Per Property basis, and subject to inflation uplift. Repairs deemed “out of scope” are priced and agreed in accordance with a pre priced schedule of rates.

Due to the specialist nature of the gas service, in 2018, two specialist providers were appointed to provide responsive repairs and planned servicing to gas appliances and heating installations. The appointed contractors are K&T Heating for domestic installations and BSW Ltd for communal (commercial) installations. BSW were changed to Stonegrove in August due to performance issues. The payment structure was for payment on completion of each service or repair request.

The current contract with Breyer expired in March 2019 and approval was obtained to extend the contract for a further two years until March 2021 to enable re-procurement.

There have been major improvements in Breyer’s performance and more robust contract management, an often visited improvement plan and a shift in attitude from both client and contractor side has seen Breyer achieve their main KPI target.

With regards to gas servicing earlier performance issues had been addressed through contract supervision meetings and the corrective actions in place were beginning to deliver better quality by both contractors.

TOPIC GROUP UPDATE

HOUSING REPAIRS TOPIC GROUP - UPDATE

The Sub-Committee received a briefing on the current status of Housing Repairs as part of the ongoing scrutiny review from the previous year.

It was reported that there were the service maintained over 10,000 properties across the borough by using a term contractor, Breyer, and several small local contractors on an Ad Hoc basis.

It was noted that there were issues with the contractor performance around completed jobs within agreed timescales.

The report informed that in November 2018 the number of overdue jobs rose to 756. This had an impact on the main KPI, jobs completed within time, which dipped to 84% against a target of 95%. This had a direct effect on the number of complaints received.

The Sub-Committee noted improvements that had been made and other ongoing plans to give residents a quality repairs service:

IMPLICATIONS AND RISKS

Financial implications and risks:

None – narrative report only.

Legal implications and risks:

None – narrative report only.

Human Resources implications and risks:

None – narrative report only.

Equalities implications and risks:

While the work of the Sub-Committee can impact on all members of the community, there are no implications arising from this specific report which is a narrative of the Sub-Committee's work over the past year.

BACKGROUND PAPERS

Minutes of meetings of Towns and Communities Overview and Scrutiny Sub-Committee 2019/20.

ANNUAL REPORT FOR THE MEMBER CHAMPION FOR ARMED FORCES 2019/20

Armed Forces Day Parade

Havering once again took to the streets on Saturday 29 June 2019 as part of the annual national campaign that gives everyone the opportunity to show their support for the men and women of the armed forces past and present.

Among those marching were currently serving troops, veterans and cadets, as well as service families.



Romford Market was at the centre of the day's celebrations as it hosted free family entertainment with a mini fun fair, military hat hunt, and Jeep Jump Jive - a US Army Air Force Jeep playing the swinging sounds of the 1940s.

Armed Forces Covenant

During the period covered by the report (from May 2019 – May 2020), 3 ex-service personnel were housed under the Armed Forces Covenant. Currently there are 6 ex-service personnel on the housing register waiting for a property. They have all been awarded the Community Contribution (CC1) priority in line with the Housing Allocation policy. This is a high priority in recognition of the contribution that they have made to the community through their service

I have spent some time talking to the elderly parents of former British service men and what I discovered in our conversations over a period of weeks is disturbing to say the least.

The parent of one ex-service man, who, after ten years with the colours, found himself homeless, was refused consideration as a former resident by his home Council because of his time in the Forces and was regarded as being outside his Borough.

With this in mind, I will be making the issue a priority in my role as Champion of the Armed Forces for Havering next year. I wish to highlight our sincere desire to help our ex- service men and women with housing needs and to protect them from any system which does not show a Nation's appreciation for the services of our heroes.

Poppy Appeal Launch



In October 2019, Havering's Poppy Appeal was launched at the Town Hall for the first time with the unveiling of a poignant poppy installation created by Havering Council, schools, and local community groups.

I was pleased to join the inauguration of the unique art project, which involved six wire sculptures of soldiers covered in handcrafted poppies, lining the entrance to the Town Hall.

The Poppies used in the installation were created and donated by the Hornchurch Sea Cadets, the Avelon Road Centre, a day centre for adults with learning disabilities and pupils from Redden Court School, Whybridge Infant School, St Alban's School, Parklands Junior School, RJ Mitchell School. Children's centres around the Borough also produced poppies created from recycled plastic bottles, donated by Sapphire Ice & Leisure.

The Council's Events Team, working in partnership with the Havering's Grounds Maintenance Team Staff, organised the installation. Council staff from many other departments also gave up their free time to help weave poppies into the wire soldiers.

Armistice Day Parade and Service

Thousands of local residents and visitors came together to pay their respects to servicemen and women at a series of events across Havering marking Remembrance Sunday.

Around 2,500 people lined Main Road, Romford to see a march organised by the Romford branch of the Royal British Legion and led by the Royal British Legion Band and Corps of Drums Romford. They later congregated in Coronation Gardens for a service attended by the Mayor of Havering, Councillor Michael Deon Burton, who laid a wreath on behalf of the Council's elected Members and staff. Representatives from three different faiths each shared a prayer during the service.

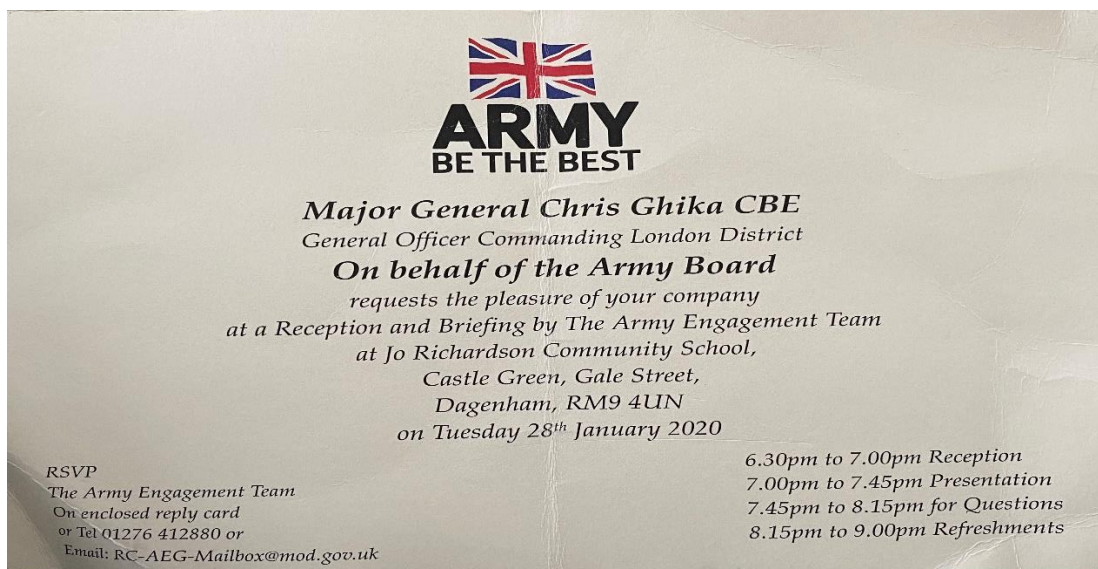
Other towns across the Borough followed suit, with services and parades taking place in Upminster, Hornchurch, Elm Park, Harold Hill, Harold Wood, and Rainham.

On Monday 11 November, a service also took place to mark Armistice Day in Market Place, Romford, highlighting 101 years since the end of the First World War.



Army Engagement Event

In January 2020, I had the honour of being invited to a very interesting and informative event by Major General Chris Ghika. Who would have thought- a humble Sergeant like me getting an invite from a General!



Virtual VE Day Celebrations

The Coronavirus pandemic put paid to the planned street parties that were to mark the 75th Anniversary of Victory in Europe. However, Havering residents were invited

to celebrate by decorating their homes in red, white and blue and holding events at home. Below, is a photograph of me taking the salute and my house proudly displaying the Union Jack.



Councillor Denis O'Flynn

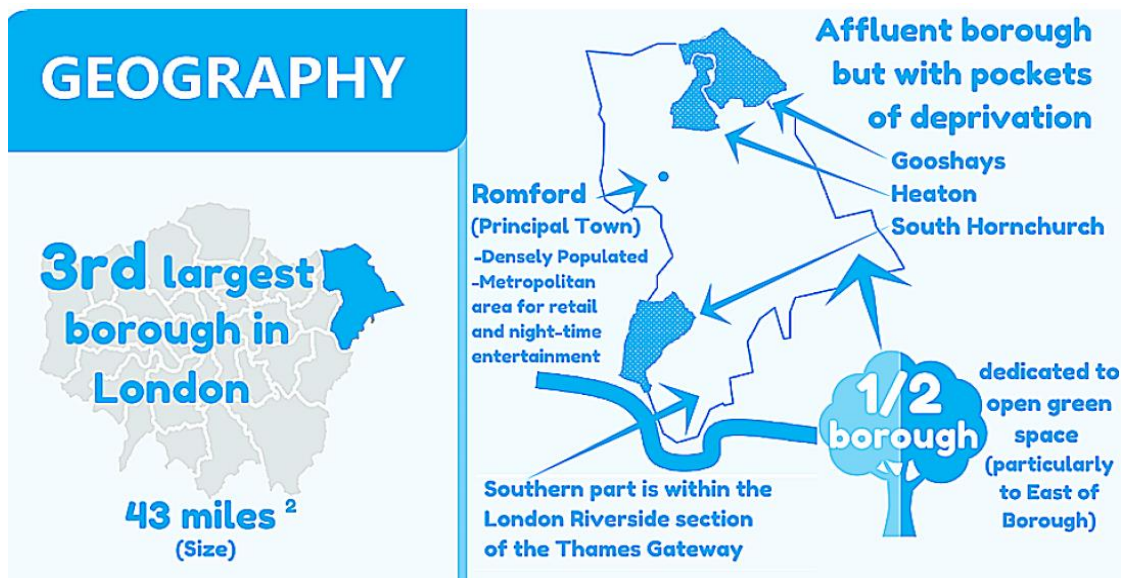
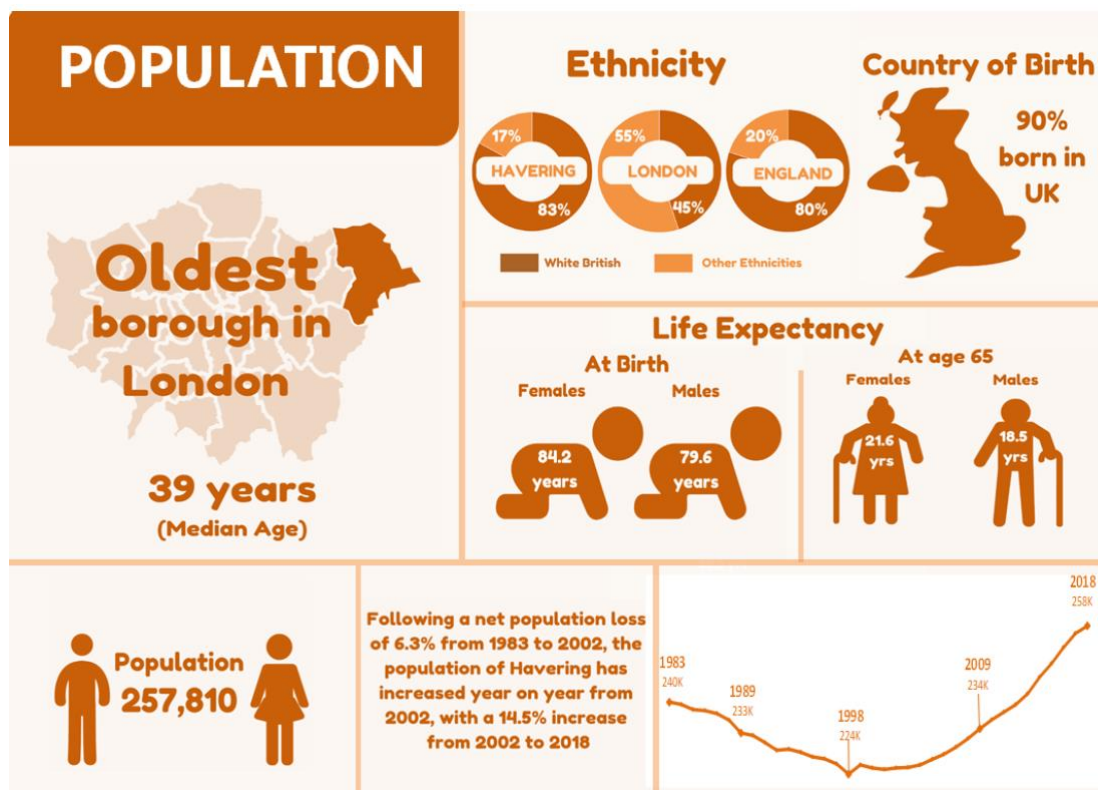
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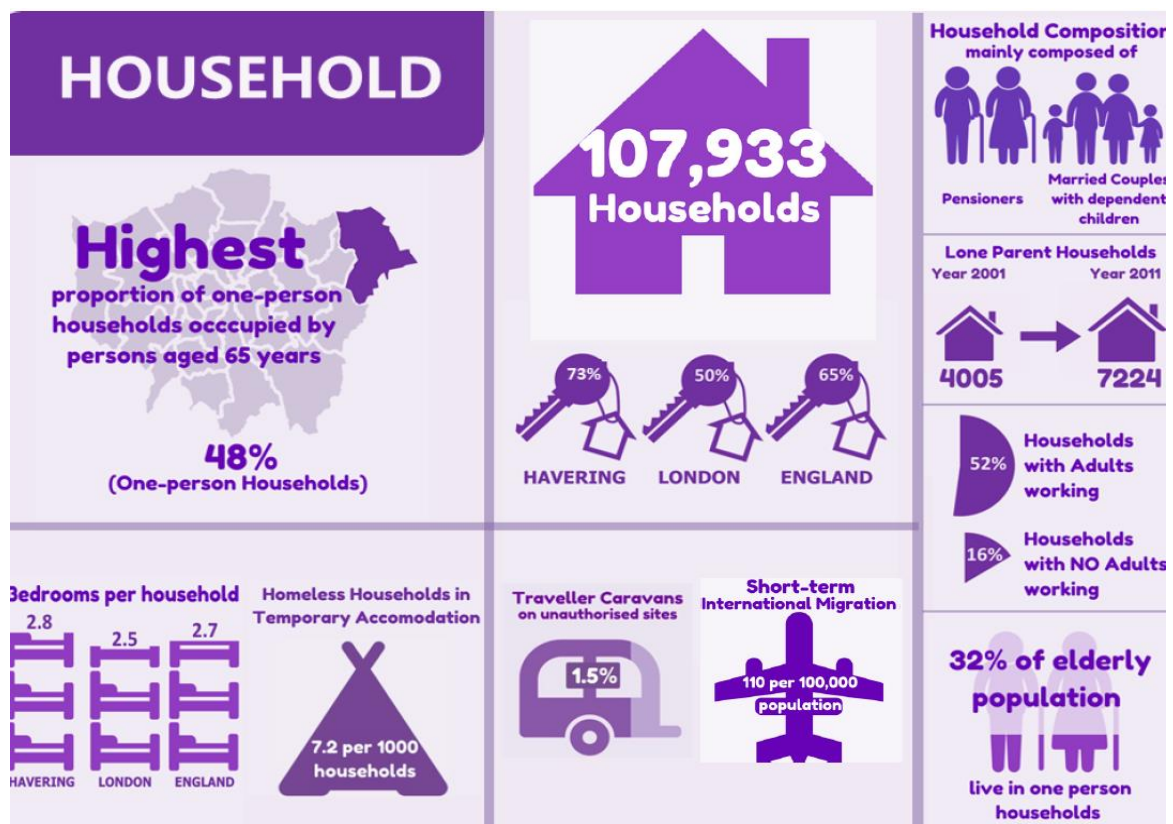
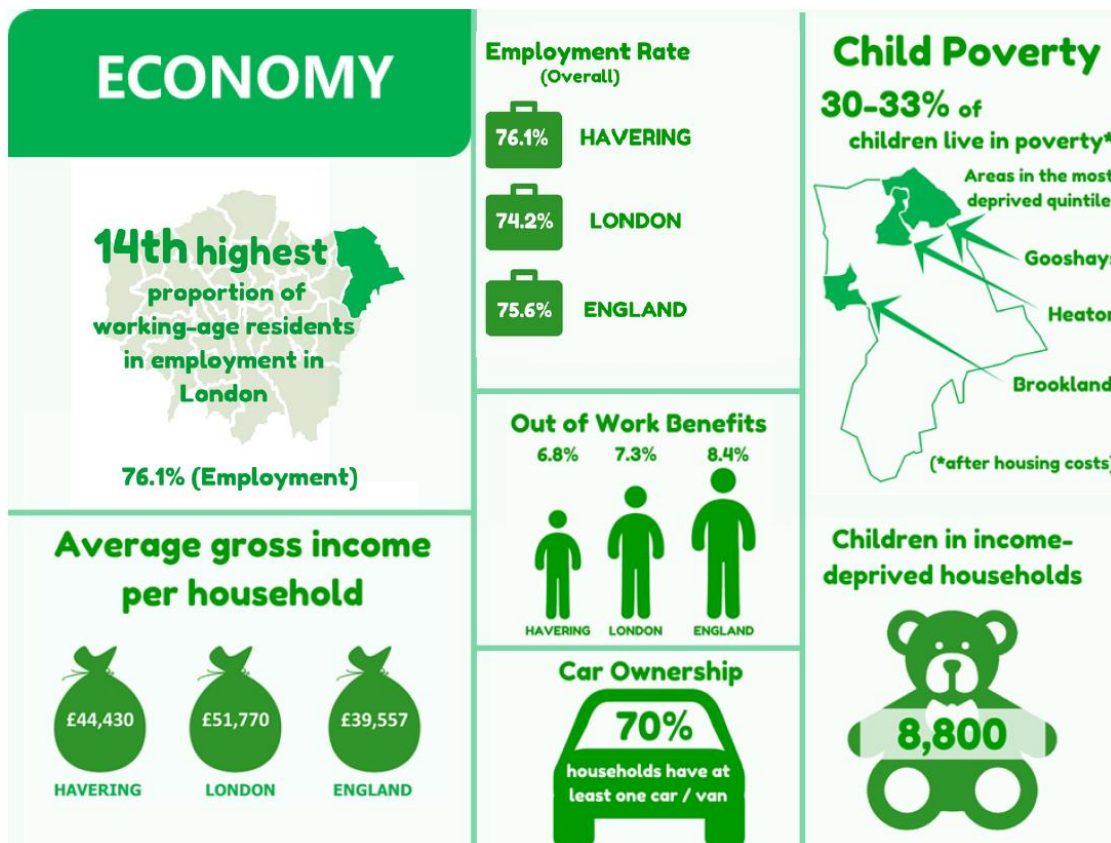
***ANNUAL REPORT: MEMBER CHAMPION FOR
EQUALITIES & DIVERSITY 2019/20***

Contents

- **One Havering: Key population and demographic facts**
- **Vision: Havering's Equality and Community Cohesion Objective**
- **Policy: The Council's commitment to Equality and Diversity**
 - *Equality Act 2010*
 - *The 'One Havering: Community Cohesion Strategy 2018 – 2022'*
- **Objectives and recommendations**
 - Objective 1. Understanding the needs of Havering's diverse communities
 - Objective 2. Removing barriers to accessing Council's services
 - Objective 3. Promoting Community Relations, diversity and Civic Pride
 - Objective 4. Embed equalities into business as usual, and Improve the life chances for all, particularly for the most vulnerable
 - Objective 5. Develop a diverse workforce (both staff and Councillors) that can respond to the needs of all our customer

One Havering: Key population and demographic facts







Community Cohesion and Equality Objective:

'To nurture and promote a cohesive, healthy and optimistic Borough underpinned by mainstreamed inclusive British values, where everyone experiences dignity and equal life chances, and where neighbours, colleagues and different community groups interact, respect and value each other.' *

* Regardless of age, class, colour, disability, education, ethnicity/race, gender, health status, marital status, nationality, political perspective, religion, sexuality, or socio-economic status.

Policy: The Council's commitment to Equality and Diversity

As the Member Equality and Diversity Champion, I want everyone to feel at home in Havering, regardless of race, background, religion, gender or sexuality. We must continue to work together to make sure we treat everyone with equality, fairness and kindness in everything we do.

I'm proud that Havering Council actively works against racism and discrimination and we do not tolerate it. We recognise that the borough is becoming more diverse and that we cannot be complacent, and have to do more to tackle long-standing societal inequalities, attitudes and challenges that arise and could challenge community tensions and the harmony enjoyed within the Borough.

To help understand the changing demographics in 2019, the Council commissioned a "Cohesion Atlas" survey undertaken by the Campaign Company to ascertain exactly how this diversification is taking place within the borough, within wards. The campaign company was created by Richard Webber (inventor of MOSAIC) and Trevor Phillips (former Equalities & Human Rights Commission chair

This identified Havering as among the top 10 most diverse councils in the country. It said that Havering is homogenous and highly diverse with many different nationalities living within same postcode areas.

It further determined that the changes taking place essentially represent the expansion of London, as the capital gets larger and central areas become more expansive.

It concluded that Havering's multi-diversity is both an asset – in that it sometimes makes integration easier-and a challenge-in that it means it is more difficult to establish relations with the myriad small communities who are settling.

It recommended that the council considered its wider communication of its place narrative, one that is open about the pace and nature of change being experienced: why this is happening and how Havering Council is responding to this.

It identified engagement as key to bringing new and existing residents together, through participatory initiatives or use of community assets

It urged the Council to identify potential service challenges related to areas of higher change and churn. For example, potential housing standards issues with HMO's or needs to boost recycling rates amongst new groups with lower understanding of council policy.

A large number of staff, who work for the Council, live in the borough, and the Council is committed to ensuring its workforce is a diverse one that is fully supported to reach their potential. The development of staff forums form part of the ambition of the council's People Strategy; providing opportunity for staff to time, space and support to share their experiences and ideas about how the Council, as an employer, can make improvements in the workplace in respect of diversity, equality and fairness. These are all up and running.

The Covid-19 Pandemic and subsequent Public Health England Report "*Disparities in the risk and outcomes of COVID-19*", highlighted how groups such as BAME, Older People and those with underlying health conditions were adversely impacted. This together with research from

organisations such as the Runnymede Trust, reinforces how essential tackling inequality and access to services is to increasing life outcomes and achieving cohesion.

This together with other global events saw the Leader At the Council's Annual General Meeting on 10th June, set out plans for an independent review of race relations, saying : *"The questions that have been raised about racism across the country following the tragic events in America that led to the death of George Floyd requires clear and decisive action. We must always fight for what is right and challenge ourselves to ensure that we do not allow complacency or injustice to enter our Council. Therefore, to guard against this, I am committing to an independent review of Havering Council and race relations in our borough more widely, and in particular, whether this Council has the policies and processes in place to erase bias and discrimination. The result of this report will be taken to our Cabinet"*. This work is underway and will be reported on as it progresses and an update provided as part of next years report.

The Equality Act 2010

Havering Council, has a duty under the Equality Act 2010 to pay 'due regard' in carrying out its functions, to ensure it:

- Eliminates unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advances equality of opportunity between people who share a protected characteristic and those who do not
- Fosters good relations between people who share a protected characteristic and those who do not

The Equality Act 2010 specifically states that no individual should be treated less favourably based on their protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and Civil Partnerships
- Pregnancy and Maternity
- Race/Ethnicity
- Religion and Belief
- Sex/Gender
- Sexuality
- *Health (LBH has added)*
- *Socio-economics (LBH has added)*

The Council has commitment to Equality and Diversity (E&D), through its Cohesion Strategy and Community Cohesion Forum and in the following internal corporate and partnership policies, strategies and plans:

- | | |
|--|--|
| • Voluntary Sector Resilience Strategy | • Think: "Service Excellence includes equality and fairness" |
| • Corporate Plan | • Equality in Service Provision Policy |
| • Fair to All Equality Policy | • Harassment and Bullying Policy |
| • Single Equality Scheme Action Plan, | • Equality & Health Impact Analysis (EqHIA) |
| • Departmental Service Plans | • EFLG: Aiming for Excellence |
| • Financial Inclusion Strategy | • Community Safety Plan |
| | • Health and Wellbeing Strategy |

The ‘One Havering: Community Cohesion Strategy 2018 – 2022’

This is Havering’s first Community Cohesion Strategy which, in line with the Equality Act 2010, aims to foster good community relations and a complementary union between the Council’s stated values and the borough’s evolving diversity profile. The Strategy deliberately focuses on the many common experiences, aspirations and values that unite local people as one community, as One Havering. It seeks to make a very clear policy statement about how the Council will go about nurturing and promoting “a cohesive, healthy and optimistic borough, underpinned by modern British values; where everyone experiences dignity and equal life chances, and neighbours, colleagues and different community groups interact with, respect and value each other, regardless of age, colour, disability, education, ethnicity, gender, health status, marital status, nationality, political perspective, religion, sexuality or socio-economic status”.

The strategy is framed around four themes:

- Building – Enabling new interactions and relationship building between different community groups;
- Sharing – Promoting common aspirations and experiences between different people;
- Protecting – Activities that promote crime prevention and community safety, and
- Healthier – Activities and projects that promote health and wellbeing

The crucial practical element involves the rollout of a series of community-facing projects designed to encourage different community groups to interact and get to know each other. This is achieved through the Community Cohesion Forum that meets on a six-weekly basis and supported by the Community Resilience team who will work with services, both internal and external, to produce and develop cohesion-related projects across the borough and within available resources. The list of projects has been reported at the appropriate Community Cohesion Forum Meeting.

The Community Cohesion Strategy 2018 - 2022 is a four-year plan. The strategy will be refreshed by March 2022. The Council has established an internal Equalities, Diversity, Inclusion and Cohesion Group, that will ensure the strategy objectives are progressed. It is chaired by a member of the Council’s Senior Leadership Team.

For further information, please contact Jerry Haley by email to diversity@haverling.gov.uk or jerry.haley@haverling.gov.uk

To read the full strategy, please see here:

<http://democracy.haverling.gov.uk/documents/s33666/Cab%20Appendix%20A%20-%20Community%20Cohesion%20Strategy%20LB%20Sept%202018.pdf>

Objectives and recommendations

Objective 1. Understanding the needs of Havering's diverse communities

As I set out above, Havering's demographics are changing; Havering is the third largest London borough with an increasing population. Havering is not a transient area and there is a relatively low population turnover. Havering has one of the fastest changing populations in the country, with an increase in the non-White British population of over 6% since 2011. This is occurring from a low base, meaning that the area is '*Newly diversifying*'. Areas like this are often vulnerable to cohesion challenges, as they have little history of migration or experience of new groups. This can mean that change is more immediately felt among residents.

Recommendation

The Recommendations of the Councils Independent Review of Race Relations forms the basis of the action plan to ensure priority actions are undertaken.

The Council collects and uses key data to underpin its decision-making.

The Community Cohesion forum considers issues to improve cohesion.

Objective 2. Removing barriers to accessing Council's services

A critical barrier to integration and community cohesion is the persistence of inequality and unequal outcomes or access to services and removing barriers to our services and closing equality gaps is a key aim. The Councils Policies, Strategies and Plans must support equal access

Recommendation

Ensure the Independent review considers the key policies strategies and plans and identifies barriers or improvements for supporting better access.

The Overview and Scrutiny function provides independent scrutiny in-line with their remits.

Ensure the Independent Organisation has related reports, concerns and actions to inform their review.

The Staff forums experience informs better access to services and removals of barriers.

Objective 3. Promoting Community Relations, Diversity and Civic Pride

Austerity and the impact of Covid-19 has stretched Councils Finances. These challenges undermine cohesiveness. The Council must do more with less and work with its partners to maximise the borough efforts to this end. The Pandemic has shown us how communities are stronger when they work together for a common purpose.

Recommendation

The Community Cohesion Forum projects are progressed

The Community Cohesion Forum receives an annual update on the Cohesion Strategy progress

The Community Cohesion forum inputs into the Independent Review of Race Relations within the council and wider Borough.

The Council works in partnership with residents, community groups and businesses to achieve this objective.

The Council continues promotes cohesion and civic pride through its communication activities

Objective 4. Embed equalities into business as usual, and improve the life chances for all, particularly for the most vulnerable

Equality and diversity is not the “job” of a single individual, it should be second nature to ensure that processes, procedures, and systems work for everyone, regardless of identity, characteristics, or circumstances.

One Havering’ will only be achieved when equality and diversity is embedded into every service, decision, policy, transaction, and interaction.

Recommendation

The Councils adopted ICARE values are lived and breathed and all are role models – specifically the “Respect Everyone” value.

The Council supports the increase of reporting of hate crime and all forms of discrimination.

Maintain Equality and Health Impact Assessments (EqHIA, they are not statutory).

Publish Annual Diversity Data.

Objective 5. Develop a diverse workforce (both staff and Councillors) that can respond to the needs of all our customer

The London Borough of Havering should be a workforce that resembles the community in which it operates. We must have a workforce which feels supported, included and confident to meet the needs of our diverse customer base.

Recommendation

Ensure Staff Forums are supported and able to raise their ideas about how the Council, as an employer, can make improvements in the workplace in respect of diversity, equality and fairness.

The staff forums develop a specific an Equality Workforce Development Objective

Review recruitment and HR practises, (training, mentoring, shadowing, talent management), that will diversify the Senior Leadership Team.

Encourage people from underrepresented groups, women, Young, LGBT or people with disability to become Councillors.

Publish an annual workforce equalities report.

Improved mental health support for both Councillors and Staff.

Undertake staff surveys/consultation on key changes and to seek ideas for improvement.

Ensure a clear and confidential complaints route.

Conclusion

Havering is among the top 10 most diverse councils in the country. Havering's multi-diversity is both an asset – in that it sometimes makes integration easier – and a challenge – in that it means it is more difficult to establish relations with the myriad small communities who are settling.

The Council needs to prepare for this and the Independent review of Race Relations within the Council and wider Borough will provide a unique opportunity to ensure it is on track and can take action to ensure it meets that opportunity and the associated challenges.

The evolving demographics and cultural norms of Havering now include diverse families, individuals, community groups and lifestyles. With the level of planned regeneration across the borough, it is expected that this diversity will continue to increase. As stated before, the borough's increasing diversity will bring new opportunities and challenges, such as providing high quality services in a climate of greatly reduced budgets, to new service users.

This will help ensure Havering is well placed to tackle long-standing societal inequality and uses that have an impact on people's outcomes and life opportunities.

I would urge the Councillors, staff, partners and residents to engage with the 'One Havering' vision and be champions of equality and diversity. Together if we are brave and prepared to have the difficult conversations and open ourselves up to independent review – we will reduce inequality.

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ANNUAL REPORT BY THE MEMBER CHAMPION FOR THE HISTORIC ENVIRONMENT 2019/20

Introduction

I have continued to relish my role as the Member Champion for the Historic Environment in the London Borough of Havering. It never ceases to fascinate me how much history there is to be found in this part of Essex and I am making new discoveries all the time.

Unfortunately, my second year in my role as Member Champion has been affected by the coronavirus. I did not achieve all I set out to do at the start of the municipal year. However, I did join some of the Friends Groups, took a close interest in local issues which affected the Historic Environment and continued to make visits. As I mentioned last year, visits are most important, not just for historical interest, but to meet the people who are working to preserve our local history.

I have continued to have regular meetings and correspondence with Mr. James Rose (Parks Development Manager). As we emerge from the COVID-19 restrictions, it would be interesting to find out how the local area responded to previous epidemics, such as the influenza directly after the First World War. Who knows, one day we may be reading the Leader's COVID-19 briefings as part of our historical archive!

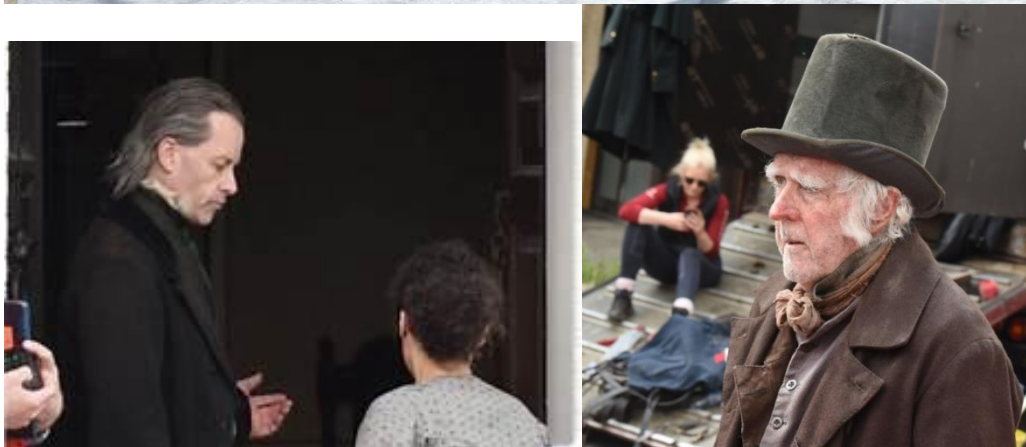
VE DAY 75

Perhaps most disappointingly, COVID-19 meant almost all the celebrations and commemorations planned to mark the 75th Anniversary of VE Day in May had to be shelved. However, in best Essex and British tradition, many of us kept calm and carried on, holding socially-distanced afternoon teas with family, friends and neighbours in our front and back gardens.



Rainham

Rainham Hall was brought to national attention last year when it was used as the location for Scrooge's house in an adaption of Charles Dickens's *A Christmas Carol* starring Guy Pearce.



Filming took place in April and May last year, with the production being broadcast at Christmas.

From June 2019, the Hall held an exhibition, *The Denney Edition: Celebrating an Icon of 20th Style* about the life of Anthony Denney (1913-1990), a photographer, interior designer and art collector, who was hall tenant from 1964 till 1969. The Hall has been closed since March 2020 owing to COVID-19, but the gardens have now reopened, under the watchful care of gardener Mr. Jesse Lock.

Slow progress is being made with the planning application for the **old Rainham Library site** in The Broadway opposite St. Helen and St. Giles Church. CCTV is being considered to monitor the traffic using Rainham and Wennington Villages as cut-throughs to the A1306. An application was made by villagers to formally recognise the status of **Wennington Village Green**.

South Hornchurch

The **Bretons** site consists of Bretons Manor House, a Grade 2 Listed building dating back to the 1700s, a Tudor barn and various outbuildings.



The Bretons Phase 2 masterplan is due to be reported to Cabinet on 16th September, but this is still to be confirmed. The masterplan has four proposed phases, with the capital funding of £2.65 million earmarked for Phase 1 of the 4. This includes two 3G artificial turf football pitches, a pavilion to support sports use of the site and some immediate repairs to the Manor House identified with a condition survey. The £2.65 million will be used as match funding to lever-in external funding from organisations such as the Football Foundation.

Hornchurch

I revisited **Langtons House and Gardens** in January. I was shown around and updated by Mrs. Lisa Lock, the Langtons Gardens Activity Officer. The Langtons Gardens Forest School has reopened in the Fielders Field Woodland, where families can enjoy activities including a Birds and Bats Night.



I was most fascinated by an aerial photograph of the South Essex area on the wall of one of the offices in the house.

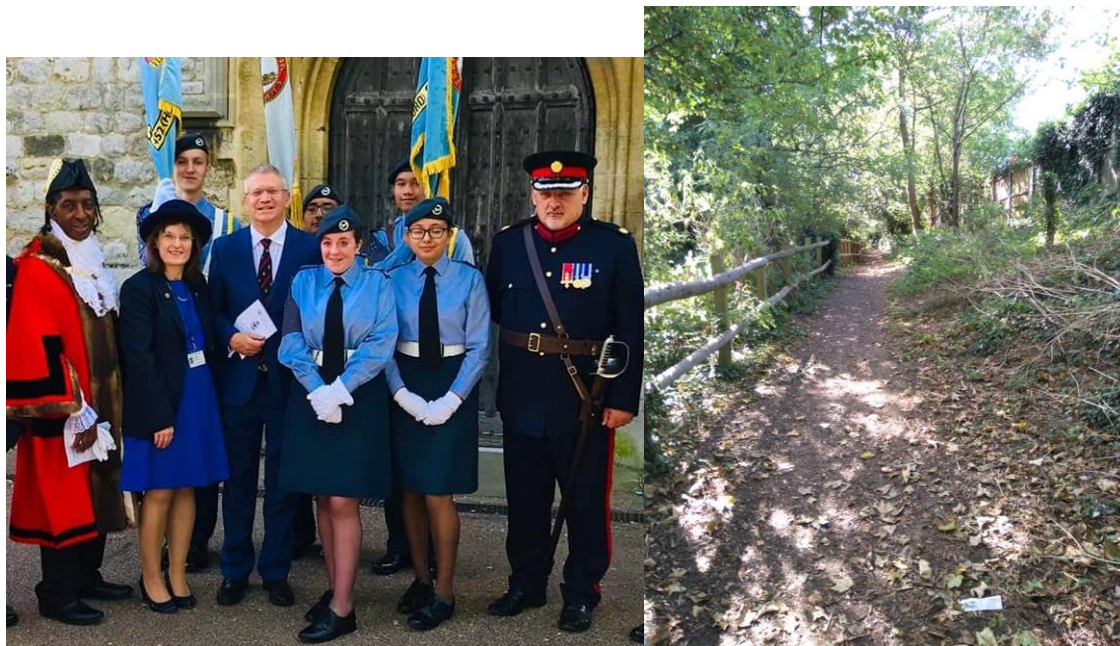
I was delighted to discover the old Romford Market Fountain in the grounds! A resident had asked me if anyone knew where it was (see later). I hope one day to see it reassembled.



Unfortunately, COVID-19 caused the cancellation of the annual Summer Concert by the Westminster Philharmonic Orchestra in June. I hope very much to see its return next year, along with all musical and theatrical activities across the Borough.

Hornchurch Mill Path

I am always happy to support services to commemorate historical events, such as the Battle of Britain Service at St. Andrew's Church in Hornchurch.



Leading from the church car park to Mill Park Avenue is the old mill path, which runs along beside the still-attractive remains of The Dell, near the site of Hornchurch Windmill, burnt down in the 1920s.

Hornchurch Aerodrome Historical Trust

Suttons House in Suttons Lane is one of the few remaining buildings from RAF Hornchurch. It now houses a large collection of historical artefacts, photographs and stories which relate to the former Hornchurch Aerodrome's illustrious past. A group of dedicated local amateur historians, led by Mr. Tony Philpot, are helping to preserve our valuable past for present and future generations to enjoy. Their members also tend the three Battle of Britain pilots' graves in the Military section of Hornchurch Cemetery. It is pleasing to see that the nearby senior school is to revert to the name Sanders Draper School, with the houses named after other war heroes from RAF Hornchurch.



All the collection of amassed artefacts will be used within the exhibitions and static displays at the RAF Hornchurch Heritage Centre at Suttons House, which is due to open in 2020, the date to be confirmed. I have visited a couple of times and find it fascinating. I look forward it being open. For more information, visit their Hornchurch Aerodrome Historical Trust Facebook Page.

Upminster

Atop the hill in St. Mary's Lane, **Upminster Windmill** waits patiently, sail-less, for the completion of its extensive refurbishment.



Unfortunately, since lock-down, no works on site have taken place as Willem Dijkstra, the Dutch millwright, has been at home. However, work has begun in Holland on constructing the first pair of sails.



The team is returning in August and expects to complete the restoration of the mill by November. Landscaping works will also take place in the autumn and the final phase just after the millwright has vacated the site. Therefore, the planned completion of the whole project is by the end of the calendar year – hopefully!

The mill will not be open to the public until April 2021 when an Activity Officer has been recruited who will work closely with the Friends of Upminster Windmill to deliver a programme of events and activities to promote and celebrate the mill.



I joined the Friends of Upminster Windmill this year and attended a talk on the windmill in Upminster Library.

For further information, visit The Friends of Upminster Windmill website at www.upminsterwindmill.org or check their Facebook page.

The **Old Chapel** opposite continued until lock-down to hold regular community events. I have joined the Friends Group and attended one of their monthly talks there in February.



Corbets Tey Village

Unfortunately, **High House** continues to be in a poor state of repair, with its broken windows and propped-up walls. Little responsibility for the upkeep of this Grade 2 Listed Building seems to be taken by its owners.

Noak Hill

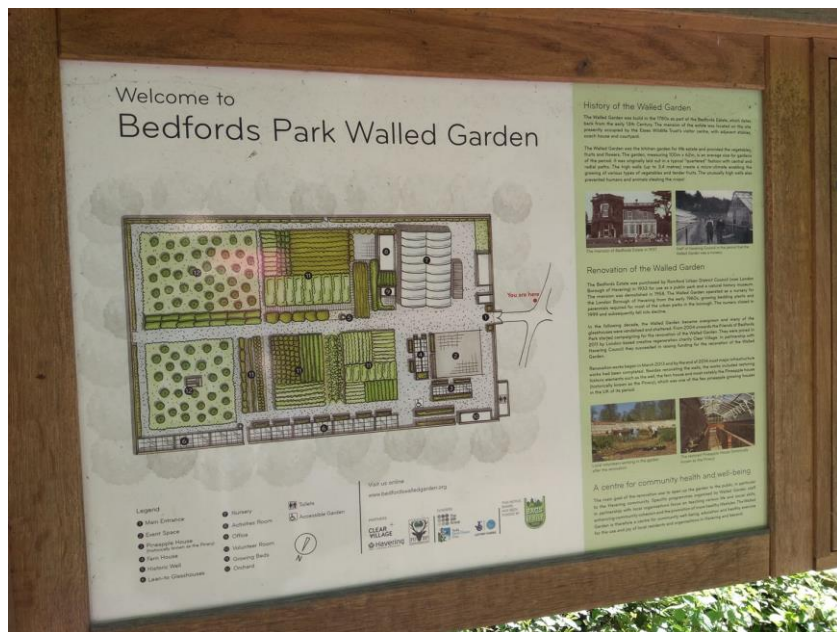
Still, there is a tremendous amount of litter on the roadsides of Noak Hill Road and Church Road in the approach to the old School House. It is such a shame that some residents do not take care of their historic environment.

For more details on Dagnam Park and Noak Hill (especially their history), visit www.friendsofdagnampark.org.uk

Havering-atte-Bower

I paid a return visit to Bedfords Park Walled Garden last month. Mrs. Lois Amos and the group of volunteers were able to continue working in the garden during the lockdown and the fruits of their labours are evident to see. I came home with a selection of flowers, berries and runner beans. In February, I was pleased to write a letter of support for a grant application for the Garden to the Land of the Fanns Community Action Fund. For updates and opening times, check Bedfords Park Walled Garden on Facebook.





Gidea Park

The lock-down made me realise how lucky I am to live in such an attractive Conservation Area as **Gidea Park**, with its local shops and close community. I continue to belong to the Gidea Park Civic Society. I am a regular visitor to Raphael and Lodge Farm Parks. I joined other Councillors and the Friends Group for litter picks at both parks. Thank-you to the Parks Department and the Friends Groups for continuing to keep both parks in such excellent order.





The Romford Bowls Club and the Lodge Farm Park Miniature Railway have reopened after lock-down. I have lobbied for free car parking in the park in favour of club members. Also, I registered an objection to a proposed adventure golf course by the café in Raphael Park.

For further information on these parks and clubs, see their Facebook pages or [friends of \[raphaelpark.org.uk\]\(https://www.facebook.com/friends.of.raphaelpark.org.uk\)](https://www.facebook.com/friends.of.raphaelpark.org.uk) www.havering-miniature-railway.co.uk

www.romfordbowlsclub.co.uk

Walking down Main Road, Gidea Park, near the junction with Severn Avenue, one passes two small records of local history: the neighbourhood pump restored in 1991 (does it need another clean?) and the memorial at the site of the First World War Artists Rifles Officer Training Camp, unveiled in July 2019.



Romford

Permission was granted by the Diocese of Chelmsford for the plans for **Coronation Gardens**. The Council is putting the works out to tender. However, further funding applications may be required to progress the works, subject to ongoing discussions with Veolia Maintenance Trust about the existing grant. Like so much else, COVID-19 has caused delays.



I have joined the Friends of **Havering Museum** and was pleased to attend a social afternoon in January. Sadly, the Museum has been closed since March but has a provisional reopening day of 2nd October and I hope very much this goes ahead. The Museum's 10th anniversary of opening would have been celebrated on 26th May 2020.

The planning application at **22-44 North Street** overlooking St. Edward the Confessor Churchyard near the Conservation Area was considered at a Strategic Planning Meeting in February, as a result of my calling-in the application. I spoke at the meeting, expressing my concerns that the proposed blocks of flats were too high, their appearance did not blend in and there was insufficient parking. The application was subsequently approved, but only after much discussion by the Committee. I shall be keeping a close watch to see the plans are adhered to, although COVID-19 has caused a delay in the commencement of the development.

The annual report by Mr. Simon Donoghue of **The Local Studies Library at Romford Library** is enclosed [Appendix A]. He helped me find copies of *The Romford Recorder* from October 1969 to display at my 50th Birthday Party last year, plus the thread of a local story from 1977. During lock-down, Havering Libraries Facebook page has been featuring photographs of old buildings and scenes in Havering, such as Gidea Hall, Upminster Common and Havering-atte-Bower Green. The Local Studies Centre reopened on Friday 14th August.

I have said before that becoming Member Champion has opened my eyes wider to aspects of our local history. I never knew that 215-217 North Street was **Vine Cottage**, an 18th century Grade 2 Listed Building. Planning permission to carry out maintenance works and refurbishment of Vine Cottage and its outbuildings has been obtained so I shall be interested to watch the progress.



Saving the best till last....I have continued to take a very close interest in **Romford Market** this year and was delighted with the news that a Sunday Market was to be introduced. I was pleased to attend the inaugural day on Sunday 19th July.



I go down to the market to shop quite regularly now and enjoy browsing among its variety of stalls. Romford Market was granted its charter in 1247 so it is incredibly important that it is revitalised and adapts to the customer needs of today – and that we support it. Hopefully, the introduction of the Sunday market and the addition of the stalls from the old Dagenham Market will make that happen!

The old Romford Market **fountain** has been found, by the storage sheds in Langtons Gardens (see also above). No plans have been made about its future as yet, but it would be great to see it put somewhere where all may see it.



Future Plans

Next Municipal Year 2020-2021, as well as continuing my general overview of the Historic Environment, I hope to follow through with my plans to take a closer interest in the eleven Conservation Areas of Havering and their maintenance. My grateful thanks to all those residents who help the Council in looking after all these many historic jewels in Havering's crown. As I have mentioned before, please do contact me if there is any historical issue in any Ward about which I should know or with which I may assist.

Councillor Judith Holt
Member Champion for the Historic Environment

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Havering Libraries- Havering Local Studies Library 2019-2020

Havering Local Studies is part of the Havering Library Service and is open to the public 21 hours per week and an additional 6 hours on the second Saturday of each month. Local Studies continues to support individuals and organisations in their local and family history research and responds to over 1,000 enquiries via visit, email, letter and telephone.

The service has also supported work in other Council departments and links with the Havering Museum and other heritage organisations and local historians in the Borough are maintained.

Staffing

There is one full time member of staff in Local Studies. The Local History Librarian is assisted by an average of 14 volunteers who help sort, repackage, digitise and catalogue images in our collection to make them available online. Some of the volunteers support the Local History Librarian working with members of the public.

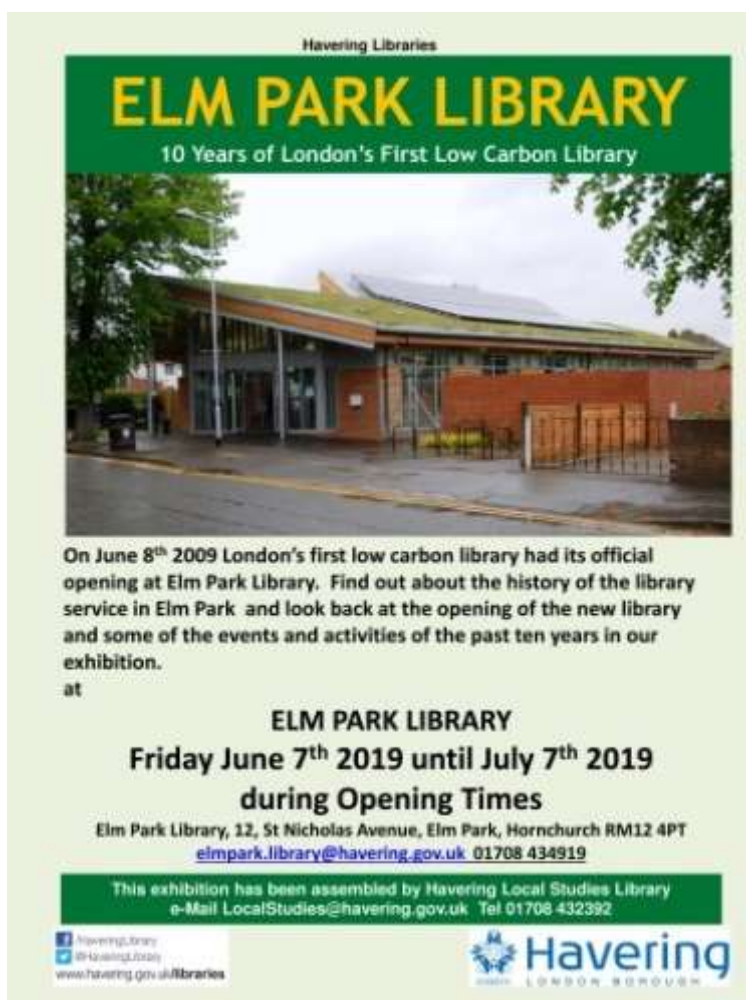
New volunteers recruited to assist visitors to Local Studies attend three two hour Local Studies training sessions and have completed a set of questions designed to build on the information and skills in the training sessions.

This summary highlights some of the activities and events during the year May 2019- May 2020 and an increasing presence online via social media, primarily Facebook, accelerated by the Covid-19 lockdown.

7th June 2019 An exhibition was produced for Elm Park Library to mark its 10th anniversary in the present building, with a look back at the development of the library service in Elm Park.

19th June 2019 Film London delivered copies of newly digitised films as part of the HLF funded **London-A Bigger Picture** project. A planned screening in the last week of March 2020 was cancelled due to Covid-19. It is hoped to re-arrange this.

27th June An exhibition to mark the centenary of the death of the Upminster historian **Thomas Lewis Wilson**, in conjunction with Upminster historian, Tony Benton, who also gave a talk for Upminster Library as part of the commemoration, was opened in Upminster Library and displayed in the Local Studies Library from January 2020.



Havering Libraries

ELM PARK LIBRARY

10 Years of London's First Low Carbon Library



On June 8th 2009 London's first low carbon library had its official opening at Elm Park Library. Find out about the history of the library service in Elm Park and look back at the opening of the new library and some of the events and activities of the past ten years in our exhibition.

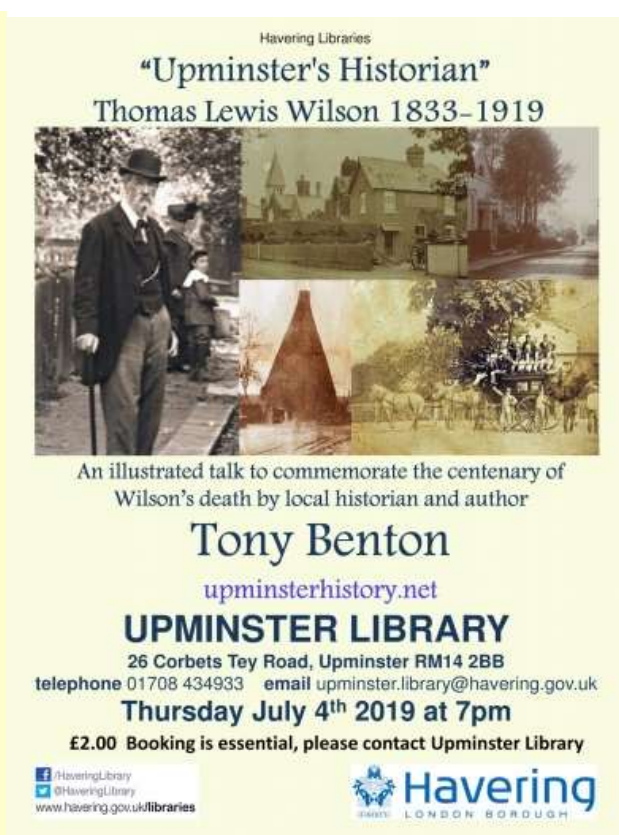
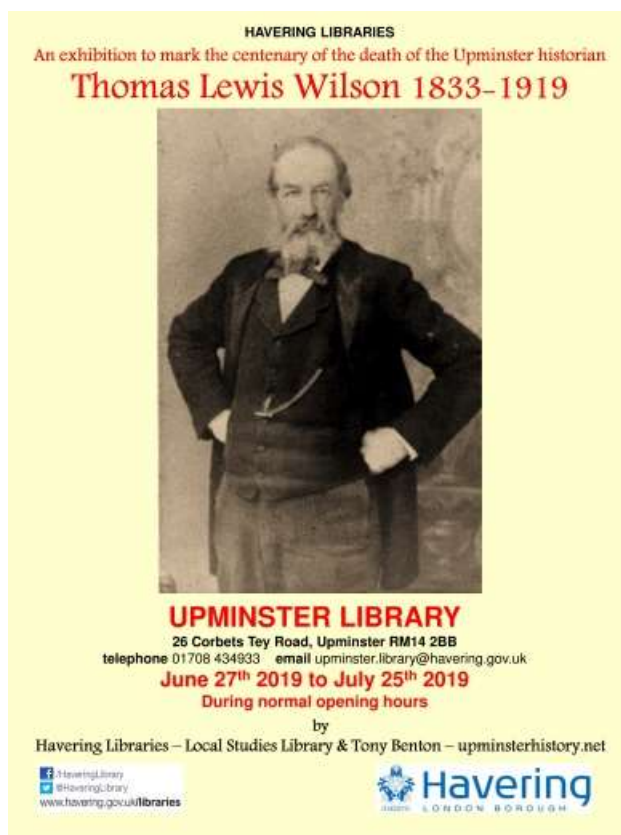
at

ELM PARK LIBRARY
Friday June 7th 2019 until July 7th 2019
during Opening Times

Elm Park Library, 12, St Nicholas Avenue, Elm Park, Hornchurch RM12 4PT
elpark.library@haverling.gov.uk 01708 434919

This exhibition has been assembled by Havering Local Studies Library
e-Mail LocalStudies@haverling.gov.uk Tel 01708 432392

 www.haverling.gov.uk/libraries  **Havering**
LONDON BOROUGH



Posters Thomas Lewis Wilson exhibitions and the notice advertising Tony Benton's talk at Upminster Library as part of the celebration of Wilson's work and life.

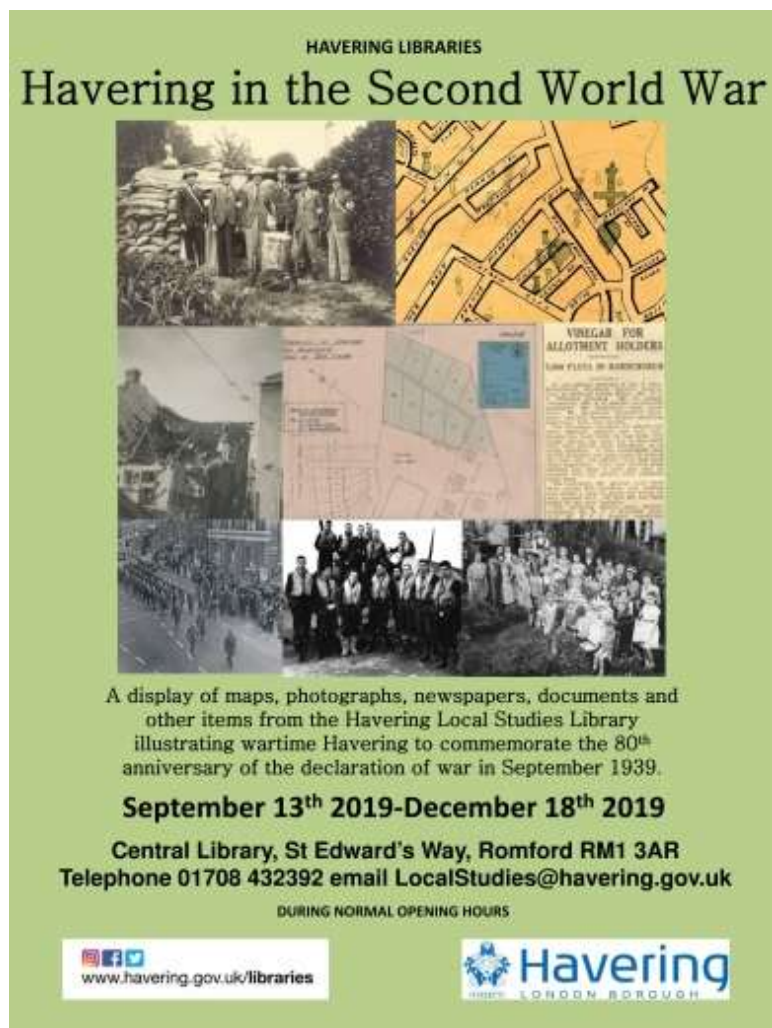
2nd July, 9th July and 20th August 2019 Three two hour training sessions with new volunteers were run on these dates. Both have continued as volunteers.

3rd September 2019 Collected Second World War Bomb Map from the Essex Record Office after conservation.



The Romford Bomb Map before and after conservation

10th September 2019 Exhibition “**Havering in the Second World War**” opened until 18th December 2019, commemorating the 80th anniversary of the start of the war. The display includes copies of wartime photographs and several original archive items including The Romford Bomb Map.



Havering in the Second World War poster. Part of the exhibition was displayed in the Library foyer to begin with and the main exhibition on the first floor continued until December 2019



14th September 2019 The 50th anniversary of the closing of Romford Market to through traffic and the opening of the first stretch of the ring road in the town was commemorated on Facebook and proved extremely popular.

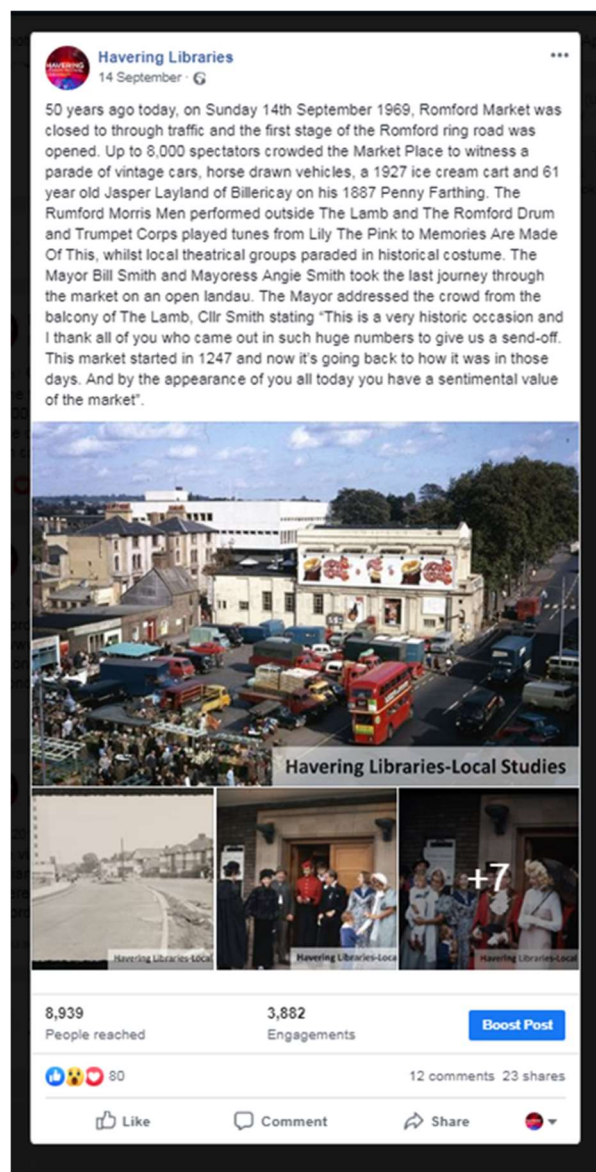
The very popular Facebook post about the 50th anniversary of the closing of Romford Market to through traffic.

19th September *Lives Remembered*, a permanent new exhibition at Romford Cemetery, Crow Lane was assembled by Havering's Cemeteries and Crematoria and opened on this day.

It reveals the interesting tales behind 80 weathered headstones and bare cemetery plots. This project has involved Local Studies helping with research, organising maps and images and liaising with family members of the deceased to copy photographs and to link them with the Council's Bereavement and Registration Services over the course of 18 months.



1st October to 31st October The exhibition ***When Ghana Came to Romford*** was displayed at Upminster Library for Black History Month



One of the main storyboards in the *Lives Remembered* exhibition at Crow Lane Cemetery. All of the images in this board, with the photograph of Thomas England, are from the Local Studies Library

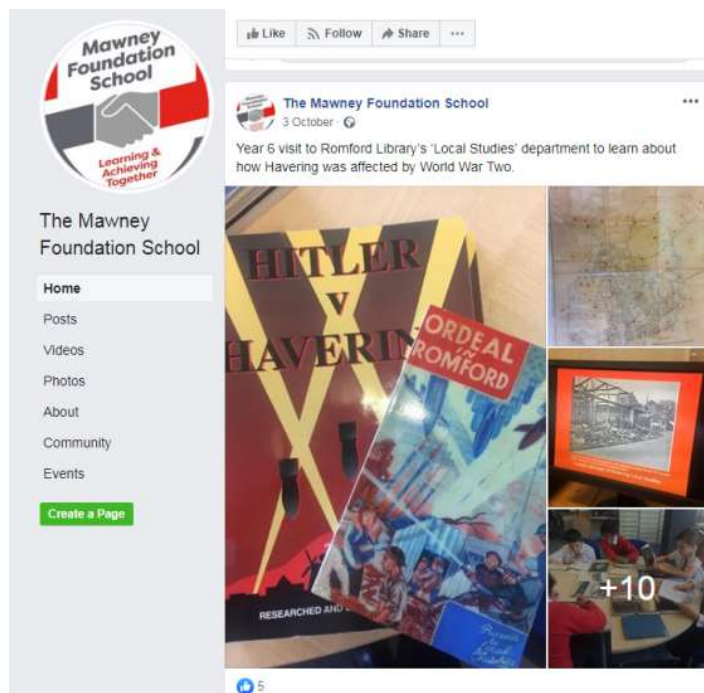
25th September 2019 30 Year 5 pupils from St Peter's RC School Romford visited Local Studies to find out about the history and development of Romford looking at maps, photographs, books, documents and census information.



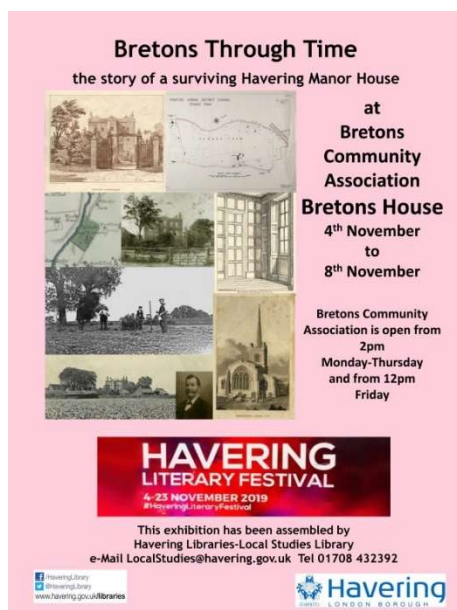
2nd October 2019 44 children from two Year 6 classes at Mawney Foundation School visited Local Studies to find out about Havering in the Second World War

Mawney Foundation School shared photographs on their Facebook page of their visit to Local Studies

16th October 2019 Visit to Benhurst School in Elm Park. The Local History Librarian showed a slideshow of images and talked to two Year 2 school classes (60 x 6 and 7 year olds) about the history and development of Elm Park and viewed their own plans and models for a redesigned Elm Park.



19th October 2019 Following the implementation of the new Havering Libraries' circulation system, work was completed to make the non-book element of our Local Studies catalogue available online, this includes digitised content such as photographs and maps.



4th November 2019 For the Havering Literary Festival, Local Studies completed and delivered the exhibition ***Bretons Through Time – the story of a surviving Havering Manor House*** to Bretons House for the first week of the festival. It then transferred to South Hornchurch Library.

The display features the first tenant of the Romford Sewage Farm, William Hope VC and includes a copy of a painting depicting his act of bravery in the Crimean War courtesy of the ***Trustees of the Fusilier Museum London***

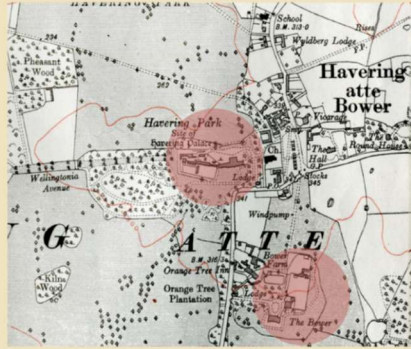
***Bretons Through Time* poster and the exhibition displayed at South Hornchurch Library.**

6th November 2019 The Local History Librarian attended the **Land of the Fanns** Legacy Plan Scoping Workshop at Thames Chase.

8th-21st November During this period Local Studies assisted the Parks department with information and images about the history of Spring Farm Park in Rainham for their Green Flag bid and contributed research into several other parks



**Two Havering estates
through photograph albums
The Bower House and Havering Park**



14th November 2019 Talk at **Havering Atte Bower Conservation Society AGM** showing photographs from two of the historical estates in the village, Havering Park and the Bower House. Approximately 30 people in attendance.

Title slide from HABCOS presentation


3rd March 2020 For Rainham Library's Young at Heart Club, Local Studies organised a talk by Neil Hawkins of Pre-Construct Archaeology "Prehistoric to Roman Archaeology "Prehistoric to Roman occupation in Rainham" which revealed the archaeological excavations at former Mardyke Estate in South Hornchurch. An appreciative audience of 37 attended.

Initial discussions for a talk about the **Havering Hoard**, a unique Bronze Age discovery, an exhibition about it was due to open at the Museum of London Docklands Museum in April 2020, have been paused due to Covid-19. It is hoped that once events return to libraries, a talk can be organised.

Notice for talk by Neil Hawkins at Rainham Library one of the final events in libraries before the Covid-19 closure.




Young At Heart at Rainham Library
Everyone Welcome


Prehistoric to Roman occupation in Rainham
Archaeological excavations at the former Mardyke Estate
Illustrated talk by Neil Hawkins



Archaeological excavations in 2013 during redevelopment of the 1960s Mardyke Estate uncovered considerable prehistoric, Roman and later occupation, including Roman pottery production. Such activity is well documented across Rainham and over the years has revealed the area to be intensely settled from the prehistoric period onwards as part of a network of settlements along the Thames in south Essex. The history of the area of the Mardyke Estate is also brought to the fore right up until 21st century redevelopment.

Rainham Library, 6 Celtic Farm Road, Rainham, RM13 9GP
Telephone 01708 434970 email Rainham.Library@haverling.gov.uk
Tuesday 3rd March 2020 at 2pm £1.00

   www.haverling.gov.uk/libraries

 **Havering**
LONDON BOROUGH

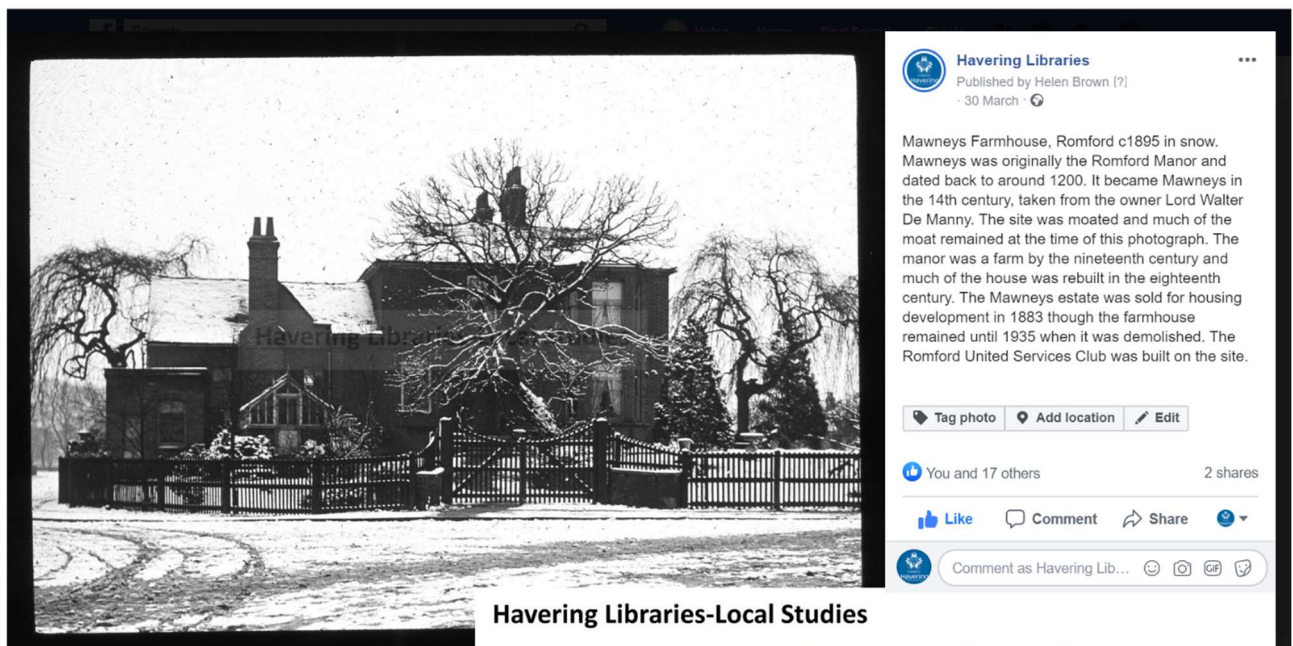
9th March 2020 17 members of the **Havering Adult College Local History Class** visited the Local Studies Library for an introductory session about our local history collection. The course tutor provided feedback *"Thanks again for the excellent presentation - it was just right as an initial overview. As we continued our field trip, the instant feedback was that everyone was extremely impressed & had no idea the borough had such extensive resources available."*

12th March 2020 The **Romford Bomb Map** and **Hornchurch Parish Map 1812** were sent to London Metropolitan Archives to be digitised for the **Layers of London** project. The digitisation is funded by the project and Local Studies will receive digital copies of the maps. The maps will also be added as "layers" to the Layers of London website.

23rd March 2020 All of Havering's Libraries closed due to Covid-19 and as a result, events, activities and appointments were cancelled. Library staff contributed to Havering Council's Covid-19 response but an online presence was maintained by Havering Libraries throughout the period.

The Local Studies Librarian continued to respond to email enquiries where possible and from 25th March 2020 began a post a day on the Havering Libraries' Facebook page. Between 25th March 2020 and 31st May 2020, Facebook posts included many local history articles accompanying 207 images, map and document extracts from the Local Studies Library.

These posts proved popular and had a "Facebook reach" of between 1,000 and 6,000 per post up to 31st May, reaching a new and different audience. In addition three slideshow videos exploring aspects of the Borough's history were created and shared including one to mark VE-75 which had over 4,000 views between 8th and 31st May. Library users have also had enhanced home access to online family history databases Ancestry and FindMyPast usually only accessible in the library.



Facebook post about Mawneys Farmhouse, Romford on 30th March 2020. This was the most popular of the initial March 2020 posts to the Havering Libraries' Facebook page during the Covid 19 lockdown. Interest grew considerably afterwards.

Accessions 2019/2020

38 collections or individual items have been accessioned to the Local Studies collection and will be catalogued and in some cases digitised with some assistance from volunteers. Highlights include

2019/6 Ada Roberts Letters – a large collection of Second World War letters to and from Ada Roberts of Hornchurch and her family in the Manchester area and in America.

2019/11 Harold Hill photographs – a set of photographs and newspaper cuttings primarily of Harold Hill Football Club.

2019/16 Members of the Upminster Camera Club visited Local Studies on 23rd August 2019, following their exhibition at the Havering Museum, to present their project **Upminster's People 2018** for permanent retention by Local Studies. The collection includes printed and digital

photographs as well as an executable presentation programme. Members of the public will can view the entire collection by appointment in Local Studies.

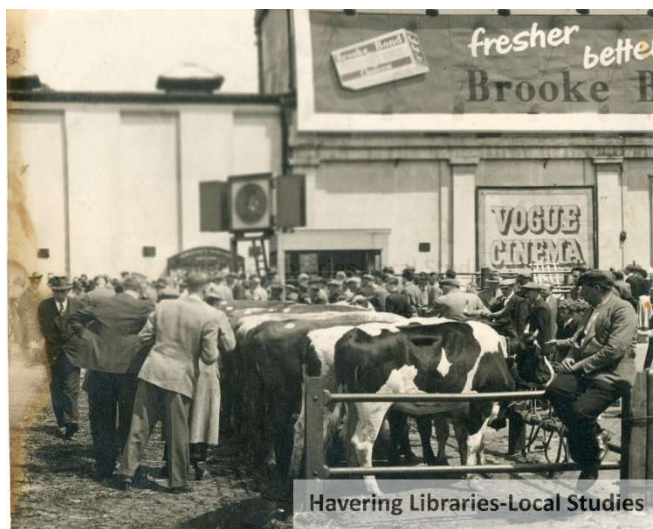
2019/18 Rainham photographs – a set of photographs and negatives associated with E.A. Bird author of booklets about the history of Rainham and ***A History of Murex***

2019/23 Upminster postcards and photographs – a set of postcards and photographs of Upminster, a number of which are associated with the Wright Family.

2019/29 9th Romford Boys Brigade - photograph album from the 1950s



Havering Libraries-Local Studies



Havering Libraries-Local Studies

2020/1 Romford Market 1945 3 photographs, purportedly of the first market to take place after the end of World War 2



2020/3 Items relating to St Albans RC Church, Elm Park including photographs (some of La Salette Church in Rainham), church newsletters, commemorative mass sheets and news cuttings.

2020/5 Salem Chapel, London Road, Romford Church Newsletters – Main dates 1985-1998 with some earlier examples.

Local Studies Volunteer Hours 01.04.2019 to 31.03.2020				
Volunteers in Local Studies have supported the work of this part of the Havering Library Service again and have shown great loyalty and commitment.				
Activity	Hours	Volunteers	Average	
Local Studies Digitisation and Cataloguing	601	8	75	
Local Studies Room Assistant	319	6	53	
Total Hours	920	14		

ANNUAL REPORT FOR THE MEMBER CHAMPION FOR OVER 50's – 2019/20

This was my second year as Champion for the Over 50's and I was able to build upon the foundations and connections that I established in my first year and assist wherever I could in raising awareness of issues that concern the Over 50's.

Inter- Generational Project

The Group started meeting in January 2017 and has since gone from strength to strength.

Councillor Ciaran White (Champion for Young People) and I, together with Cliff Reynolds, the Chairman of the Over Fifties Forum and several Council Officers have met several times this year with members of the Youth Parliament and over 50s Forum to engage in discussion and debate with topics chosen but the young people.

An interesting interactive theatre programme 'Friend or Faux' funded by the Havering Safer Neighbourhood Board (MOPAC) to help raise awareness of mate crime, cuckooing and county lines was well attended by both groups.

The programme opened with a performance of a short play which offerered a number of scenarios featuring relatable characters that come into the life of Pete who is living independently and has to work out who is his 'Friend' and who might be 'Faux'. Through audience participation and discussion, Pete is helped to understand what behaviours are accepted in life. The key messages of the programme are:-

- . You can't trust everyone.
- . How you can spot a crime like mate crime, cuckooing or county lines.
- . Do not lend money or property.
- . What is appropriate physical/sexual behaviour.
- . If you don't like how someone is treating you tell a trusted person.

The programme proved very popular with both young and old, helping us understand through theatre how the most vulnerable in our society are often targets of these types of crime.

The number of participants increases at every meeting and both groups acknowledged that they had learnt a lot from each other.

BME Forum

Havering BME Forum is a Community organisation of Havering Black and Minority groups, They exist to support the creation of a cohesive society through the recognition of diversity, and the promotion of knowledge and awareness. The Forum works in partnership with the London Borough of Havering and other agencies towards the attainment of the ideals for stronger local communities.

It was with great pleasure that I was asked to join as a committee member of the Forum helping with the arrangements of the Annual BME Community Cultural Celebration/Black History Month in October, which was opened and attended by the Mayor of Havering Cllr. Michael Deon-Burton and the Keynote Speaker Vernal Scott Corporate Diversity Advisor at London Borough of Havering. All who attended had a great afternoon.

In March, the Forum in partnership with the Council hosted the very first 'Love of the Commonwealth' event, which recognised and celebrated the relationship between Commonwealth countries and Great Britain. The event was designed to bring people together in the community, increase community cohesion in Havering and celebrate unity. Other organisations and local businesses including Youth Parliament, Volunteer Centre, Havering Association for People with Disabilities, the Havering LGBT group, Over 50s and Inter-Faith Forums, also attended. The event demonstrated the heart and willingness of BME Forum, the London Borough of Havering, local groups and people to make our community a caring and inclusive place to work. The Forums work is integral and vital to tackling local challenges and improving life in our neighbourhoods.

Havering Dementia Action Alliance

The progress to encourage Hornchurch to become a Dementia Friendly High Street has seen many businesses sign up to becoming Dementia Friends, with some businesses receiving dementia friends awareness training and progressing further to become Dementia Champions. A competition to 'design a sticker' is to be launched in a local Hornchurch Junior School with the support of Julia Lopez the MP for Upminster who will help judge the entries. These stickers will go in the shop windows once staff have received dementia friends training and signed up to the Havering Dementia Action Alliance.

Councillor Gillian Ford has set up a successful dementia choir in Upminster. The choir is 50/50 people affected by dementia and carers and members of the public.

A Lanyard Scheme has been endorsed at all Tesco stores. Customers get to keep the lanyard to wear whilst shopping to alert shop assistants that they may require assistance. There is also a similar scheme operated in London City Airport.

The Havering Dementia Alliance Pocket Telephone Directory listing useful contact numbers for Health Providers, Council Services and Safer Neighbourhood teams, can be obtained from the Havering Over Fifties Forum or Havering Dementia Action Alliance.

Havering Association for People with Disabilities (HAD)

I am a member of the Board of Trustees for this Association and I have taken part in several fund raising events over the past year to support the valuable work of the charity. These included a Charity Football Match at Averley FC between Tottenham old boys and HAD supporters, a Garden party with entertainment and barbecue in July 2019, a fundraising quiz at the "Crumpled Horn" and Christmas events

HAD continues to offer a wide range of courses and social activities and to promote independence and improve the quality of life for disabled people in the Borough.

Sight Action Havering

Sight Action Havering is a registered charity and has been operating in the Borough for almost twenty years.

The Committee normally meets at Yew Tree Lodge nine times per year and provides a major support service to those at risk of, or living with, sight loss.

The Charity is totally funded from donations and provides an information and advice service and a telephone support line.

I was appointed as the Council's representative to this Charity in November, 2018 and in this capacity, attended a Sight Action Day at the Salvation Army in Romford in June 2019 and Afternoon Tea at the Queen's Theatre in September 2019.

The Group is active in raising awareness of issues that affect those with sight loss, such as the difficulties of social distancing for visually impaired individuals during the Coronavirus pandemic and the importance of considering those with sight loss in the placement of street furniture when planning applications are submitted.

Most recently, Sight Action Havering led a campaign to establish a formally constituted "Friends of the Secret Garden Group" to improve the Secret Garden at Harrow Lodge Park. It is hoped that Braille and raised letter signage to plants and features can be installed as well as auditory beacons to aid orientation. The Group is seeking advice regarding expanding the garden's accessibility for other sensory

impaired individuals and its potential as a commemorative peaceful haven within the Borough.

Health Champion

I have undertaken training to become a Health Champion. The Council is collaborating with Tapestry to offer courses in Understanding Health Improvement. The programme enables participants to assist individuals and communities in making healthier choices and promote awareness of medical conditions. My main role has been to act as a conduit between residents and Council services and act as a point of contact to other agencies.

Di's Diamonds and Diamond Geezers

The main aim of the group is to tackle isolation and provide older people with the opportunity to socialise and meet people in a safe environment. Meetings are co-ordinated by Age UK, enabling people to meet for entertainment, quizzes and other social activities. I was invited to speak to the Diamond Geezers earlier this year to give them an overview of the Over 50's Forum, this was facilitated by Tesco Hornchurch who were very generous with their tea and cake. These groups play an important part in our community, so my intention going forward will be to support as many of their functions as possible to raise their profile.

Havering Over 50's Forum

I have attended meetings of the Over 50's Forum regularly over the past year and the Forum continues to be well supported and an important means of communication and information sharing.

The Over 50's invites speakers to attend meetings. There is a wide and varied programme and this year, speakers included Gary Etheridge Director of Nursing, Safeguarding and Harm Free Care (BHRU Hospitals NHS Trust), Mark Jones, Operations Manager, Grounds Maintenance (London Borough of Havering), Keith Prince London Assembly Member, David Bobin, Welfare Rights Officer, and representatives from HealthWatch, the Police and Fire Services, As well as various bodies offering advice on how to access services.

There were also opportunities to socialise and the Forum enjoyed a Garden Party attended by the Mayor of Havering and our friends the Chelsea Pensioners which was held in the beautiful HAD gardens and a Christmas Lunch at the Railway Hotel Hornchurch with our special guests from T. Cribb undertakers, Pinney Talfoud Solicitors and Tesco with over 60 people in attendance.

All events and fundraising came to an abrupt end in March 2020 with the outbreak of the Coronavirus pandemic. As the Champion for the Over 50's, I would like to pay tribute to the London Borough of Havering and Council Officers' response in supporting elderly and vulnerable people in these difficult times.

Councillor Christine Smith

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ANNUAL REPORT FOR THE MEMBER CHAMPION FOR THE VOLUNTARY SECTOR COMPACT 2019/20

My second year as the Voluntary Champion for the Borough has been without a doubt an unforgettable and emotional year whereby people have been confronted with the enormous impact of Covid-19. Nothing could have prepared us for this pandemic and no one could have possibly envisaged the devastation, heartache and turmoil that Covid-19 would have upon our lives, health and wellbeing.

However, a caring and kind community spirit emerged with people across the Borough offering to volunteer and support the vulnerable, elderly and each other.



The Havering Volunteer Centre lead by Shelley Hart and Rebecca Mazrreku remained open for the whole duration of 'lockdown' and worked tirelessly with their team. They were inundated with calls from 600+ volunteers all wanting to help.

It was clearly evident that all the volunteers were united in their enthusiasm, kindness and compassion which was immensely reassuring.

The HVC received 14,300 crisis intervention calls from residents requesting support and reassurance.

The Centre organised a range of emergency services that included 850 food parcel deliveries along with:

- 171 click & collection shopping pick up & deliveries
- 2200 pharmacy prescriptions collections and deliveries
- 450 individuals into befriending roles,
- 35 dog walking roles,
- Provided over 90 food bank vouchers.

In total approximately 2,600 households registered for support and 9,846 volunteering hours amassed from the Volunteer Centre alone.

Faith Groups also provided food parcels that were delivered on a regular basis to the vulnerable and those self-isolating.

Tapestry provided a daily hot food service at £5 per meal to those that were unable to cook meals.

Harrow Lodge Sports Centre was used to stock food and produce which was made up into packages and delivered to residents across the Borough by our volunteers.

In support of the community effort, I liaised with thirty four Voluntary Organisations on behalf of the Havering Volunteer Centre kindly requesting they direct their members to the HVC which was our base and beating heart. Also along with Councillors across the Borough I contacted residents for chats and directed them to the Havering Volunteer Centre to gain support such as shopping, dog walking, etc.

People came together and supported each other in a variety of ways, from neighbours providing shopping services, volunteers litter picking in our local parks, online shows and activities via the Queens Theatre, Brookside Theatre and Age UK's Di's Diamonds and the VE Day front garden celebrations.

It is a tremendous testimony to the community spirit and demonstrates the resilience of people in overcoming obstacles no matter what crisis they are facing.



I attend the Havering Volunteer Managers Forum meetings hosted by Shelley Hart held during the year which are always a joy.

These bi-monthly meetings held at the Havering Volunteer Centre provide an opportunity for over 22 volunteer organisations and groups to come together to discuss volunteering matters, provide peer support and an update and overview on new initiatives/events.

I also meet regularly with Jerry Haley and Kim Smith from the London Borough of Havering Community Resilience Team at Mercury House to discuss volunteering, voluntary sector projects, initiatives and events. These meetings provide me with an understanding and awareness of issues across the Borough.

On 4th June & 10th September 2019, the Compact Forum was held at the Hornchurch Fire Station. This Forum provides the voluntary sector with an information platform to host speakers and presentations on a range of initiatives being developed by the public & voluntary sectors

Before the onset of the Coronavirus pandemic I visited many organisations throughout Havering and thoroughly enjoyed supporting their events. I feel it is extremely important to support our volunteers ongoing hard work across the Borough and embrace their achievements.

Armed Forces Day 29th June 2019 - 75th Anniversary of the D-Day Landings

Members of the community happily lined the streets for Armed Forces Day to celebrate our servicemen and women, past and present. This year marked the 75th Anniversary of the D-D landings. Serving troops, cadets and veterans were led by The Royal British Legion Band and Corps of Drums, Romford playing music as adults and children waved, cheered and danced along to the music.



The Mayor of Havering Cllr Michael Deon Burton, Leader of the Council, Cllr Damian White, Andrew Rosindell MP & Councillors joined the procession parading along South Street & passing the market to the Town Hall.



Sunday 14th July 2019 – Ardleigh Green & Havering atte Bower Cricket Club – Sunshine vibrant Family Fun Day

Organised by Ricky Hollands and attending the event included St John Ambulance and St Francis Hospice members of staff with stalls. Months of organising by Ricky Hollands were rewarded when £2,200 was raised with an outstanding response from the community on the day with an assortment of gift stalls, Tombola, fun bus, a live D.J. singers and dancers.



Queen's Theatre, Hornchurch



Being an avid and enthusiastic supporter of the Queen's Theatre I thoroughly enjoyed the exciting production of "Titanic" in July 2019.

The iconic production was produced by the Havering Music Makers who are a amateur friendly Musical Theatre Society based in Havering who have been performing since 1976. They have a reputation for top quality shows. They were rewarded with a standing ovation at the end of each performance that took place from the 18th July, 2019 until the 20th July, 2019.



The cast researched the Titanic story, studied the characters and excelled in engaging with the show bringing it to life because of their enthusiasm and boundless energy.

A very good friend of mine Alex Donald, Actor who was a former Councillor of Havering starred in the show.



The Collier Row Carnival in August 2019 was as always a huge success with people and families lining the streets to wave to everyone in the procession.

This event requires many volunteers and our thanks go to Lesley Haylett, Ella Rayment from Collier Row Community Group and all the volunteers for once again organising a spectacular event.



TAKE A KNIFE SAVE A LIFE – TEAM TAKSAL

Team TAKSAL have now been awarded Official Charity status and continue to work across Havering in their bid to remove knives and weapons from our streets to keep people safe in our community.

Stephen Gowers formed Team TAKSAL in March 2019 after a unprovoked vicious knife attack took place in Harold Hill which was fatal for beautiful Jodie Chesney.

The team are all enthusiastic, caring and hardworking and looking to recruit volunteers to go out in the TAKSAL teams across the Borough with them.



4th August, 2019 – Andrew Rosindell MP, Cllr Ray Best with Team TAKSAL

Team TASKAL and volunteers held a stall at the Collier Row Carnival and were introducing themselves and encouraging people to become involved in the group.



Essex Wildlife Trust celebrated 60 years at Bedfords Park last August 2019





29TH AUGUST 2019 – HAVERING MIND AGM



Citizens Advice Havering – 80th Birthday Celebration

On the 4th September 2019 I had the pleasure of attending the 80th Birthday celebrations for the Citizens Advice Havering which was held at Romford Market. The Citizen Advice service first opened their doors on 4th September 1939 (the day after WW2 started). The team deal with around 10,000 issues a year through face-to-face interviews. This service is needed just as much now as it was in 1939.



I am currently supporting Citizens Advice and Havering Volunteer Centre to ascertain if a three-year grant contract with the London Borough of Havering can be secured. This will help the Trustee Boards to plan for the future of their charities and aid with their sustainability. Both these organisations continually apply for external grants to ensure that their services can be provided to Havering residents and the voluntary sector. Unfortunately, infrastructure external grants for these types of organisations are very scarce.

In October The Havering BME Forum held an annual 'Community Cultural Celebration' at the Baptist Church Romford in Main Road. This annual event is always filled with a diverse range of food, music, dance and speakers from the differing cultures that represent a diverse and culturally changing Havering.



APPLE DAY AT THE WALLED GARDEN, BEDFORDS PARK - OCTOBER 2019

We are very fortunate to have so many Friends of Parks Groups in the Borough who look after our green spaces. Mrs Lois Amos, Secretary of the Friends of Bedford Park and her team of volunteers take pride in caring for the Walled Garden.

On the 13th October I attended Apple Day which was a celebration of all things Apple with an apple press and bottling. People in the community were invited to take their own apples to press. There was a Giant Pumpkin on display at our amazing "Walled Garden" and Apple Juice made from English apples.





SIGHT ACTION - (HAVERING) – AGM 2019

One of the matters that I hope to pursue in the forthcoming year is support for visually impaired residents at the Queens Hospital. To this end, I attended the Sight

Action Havering AGM last October 2019 at the Town Hall.

I felt immensely concerned about the lack of aftercare provided for people after their hospital consultations so I brought this matter up for discussion at the Health Meeting the following evening with Ian Buckmaster and the committee. We were all in agreement there was a void regarding aftercare which needed to be remedied.

I requested an investigation be carried out and then brought back to the Health Committee. I am in contact with sight Action Chairman Mike Brace and his wife Maureen and with Council Officers from the Overview and Health Scrutiny Sub Committee.

I will be attending the next AGM which is being held early October, 2020.

Citizens Advice Havering



Citizens Advice Havering were delighted to welcome guests, including the Mayor of Havering, to their Annual Public Meeting on Wednesday 30 October.

I spoke about the personal 'feel good' factor that volunteering brings, and Colonel Mark Bryant, Deputy Lieutenant for Havering spoke about the value to society that organisations and volunteers bring.

It was a further opportunity to celebrate again the 80 years that the local charity has been in existence, and to thank the volunteers and look forward to the challenges of continuing to provide advice that changes lives.



JAMES BOND CHARITY BALL IN AID OF ST FRANCIS HOSPICE – NOVEMBER 2019 – Fun time dinner supporting St Francis Hospice ☺



FOOD BANK - KHALID SALEEM FOUNDATION UK

I went along to the Food Bank at the North Romford Community Centre just before Christmas 2019 to meet Khalid Saleem and his team of volunteers are supporting local residents.

It was a pleasure to meet Khalid and friends and I took a donation and also from Lesley Haylett and Ella Rayment who run the Collier Row Community Group. The Food Bank runs every other Sunday.



Havering Christmas Land December 2019

Ciaran White, Events and Community Fundraiser for Havering Mind Local presented a magical Christmas wonderland attraction for all the family at Harrow Lodge. Ciaran was inundated with offers of help from volunteers across the Borough to prepare for the Christmas event and then again once the venue opened.

The historic Harrow Lodge House building and secret garden next door were both transformed into a sparkling winter wonderland with a Christmas lights walk through.

An assortment of decorations were kindly made by students at Havering College of Further & Higher Education.



Proudly present....

HAYERING CHRISTMAS LAND

'A MAGICAL CHRISTMAS LIGHTS TRAIL
FOR ALL THE FAMILY!'

OPEN
5pm — 9pm

6th, 8th, 10th,
11th, 13th, 14th,
15th, 16th, 17th,
19th, 20th, 21st,
22nd, 23rd and
24th December

Santa's Grotto
Food/drink
Entertainment
(selected nights)

£2
entry pp
into the
walk

All money
raised goes to

Havering

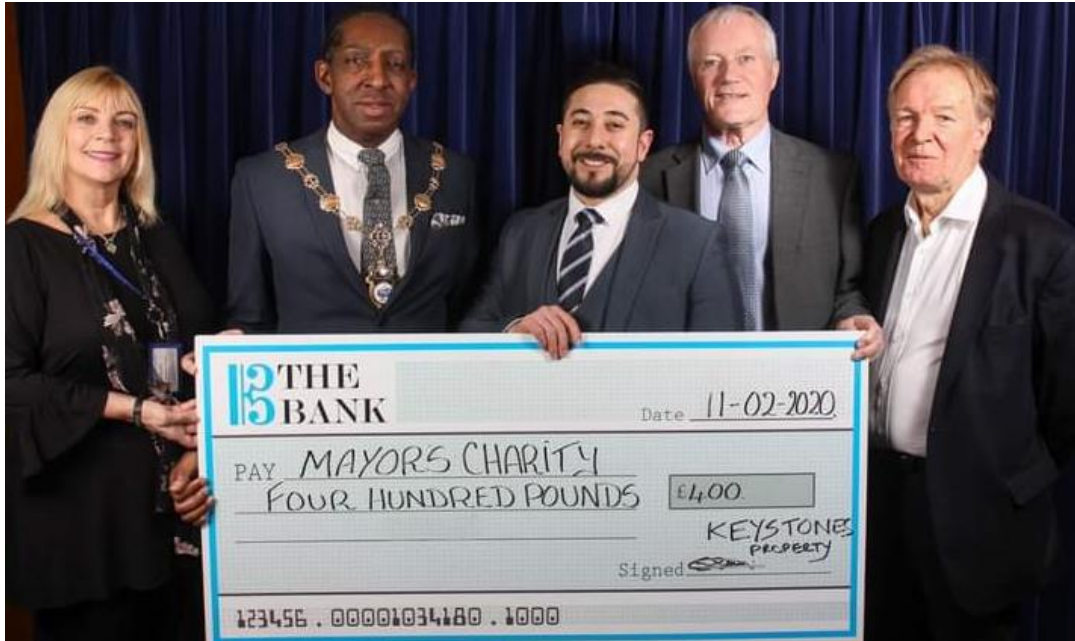
**Harrow Lodge
Park,
Hornchurch,
RM11 1JU**
(Hornchurch Road entrance)

Join the Facebook page now:  [HaveringChristmasLand](#)



SCOTT JAY, DIRECTOR OF KEYSTONES SUPPORTING THE MAYORS CHARITY – FEBRUARY 2020

Scott Jay, Director of Keystones attended a presentation at the Town Hall when he kindly presented the Mayor with a charitable donation for his chosen charities.



Tuesday 25th February 2020 – Diversity and Equality

I attended a meeting in the Council chamber presented by Vernal Scott. This was the launch of the diversity staff forums and volunteers forming various groups.



Thank you very much to everyone across the Borough of Havering who kindly contributes their time to support others within the Community.

Whilst working side by side with other volunteers a connection is formed as people make a difference in life whilst caring and sharing for others and each other.

I hope this report has captured some of the variety and colour of the many community groups and events that have taken place over the past twelve months.

Councillor Christine Vickery

Member Champion for the Voluntary Sector

June 2020

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ANNUAL REPORT FOR THE MEMBER CHAMPION FOR YOUNG PEOPLE

Youth Council/Youth Parliament 2019/2020

This report covers the period from May 2019 to May 2020 and will update on different projects/campaigns from the Youth Council and Youth Parliament.

Youth Council/ Parliament Members met with:

- Intergeneration Project and Debates at the Town Hall: which covered - Mental Health and Dementia – debate on both and how they affect both generations. In February, the joint session held a performance from Arc Theatre regarding ‘Friend or Faux’, which was funded by MOPAC bid. Other agencies such as HAD, BME Forum also attended the session where the performance highlighted ‘false friends... cuckooing... and other issues regarding this subject. Cllr White has attended these sessions with Cllr C. Smith and Over 50’s Forum Chairman Cliff Reynolds.
- Workshop with Street Doctors – charity promoting first aid support re knife crime
- Various Stop and Search sessions with police, including Taser workshop/Firearms
- Hate Crime awareness/training how to report etc.
- Voxpop videos for the Youth Summit – on how young people feel safe or unsafe in the borough. These videos were shown during the summit.
- Youth Council and Youth Parliament worked with Havering Communications Team for a Youth Takeover of the Living Magazine and were involved with the articles, editing, planning etc. (Covid – 19 pandemic Lockdown happened in March and this was put on hold for the April Edition).
- Just before Lockdown Youth Council attended Commonwealth Day in Romford Market organised by BME Forum
- Community Engagement Forum – Youth Council involved with the Project and attend meetings and are part of different projects
- Meeting face to face was now not an option – weekly Zoom sessions to continue meeting.
- Cllr White attended zoom session to give Mental Health Awareness Training to coincide with Mental Health Awareness Week via Zoom
- Police Youth IAG attend 4/6 sessions a year – attended in May via Zoom.
- Havering Youth Council involved in a Tri Borough Project with B&D, Redbridge and Clinical Commission Group to form a questionnaire on how young people are feeling and coping during the lockdown. All three Boroughs had sub groups that met via Zoom. This report will go towards planning of services needed in the 3 boroughs. Concerns are around Education, future dreams and aspirations, mental and physical health and the uncertainty.



Street Doctor Workshop – Doctors/student doctors providing the workshops for young people. Street Doctors also visited a number of secondary schools in Havering.

Intergenerational Event – ‘Friend of Faux’ production by Arc Theatre highlighting cuckooing, false friendships and coercive behaviour.



Members of Youth Parliament (MYP's)

In July 2019 Havering youth representatives attended UK Youth Parliament Annual Sitting to debate the issues affecting young people. The issues are voted for the top 10 which is the Make Your Mark Ballot.

Make Your Mark is a UK-wide ballot which gives young people aged 11-18 the chance to decide what Members of Youth Parliament should debate and vote on in the House of Commons.

Most Havering secondary schools and Youth Centres participated. Voting this year changes to include 3 votes – 1 for UK 1 for Devolved and a local issue that could be written.

UK top 5 issues: Mental Health, Hate Crime, End to Knife Crime, Protect the environment and Curriculum for Life.

HAVERING Votes:

UK Issues: <ol style="list-style-type: none"> 1. Protect the environment 2. Tackling Hate Crime 3. Votes at 16 	Devolved Issues: <ol style="list-style-type: none"> 1. Put an end to knife crime 2. Curriculum to prepare us for life 3. Mental Health
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- Knife and Youth Crime
- Littering/local Environment
- More youth services
- More police presences

The local data and information was fed back to schools (so they could address) and to Senior Management Board to hear young people's voice.

House of Commons (November 2019)

Havering Members of Youth Parliament attended the House of Commons in November to debate the issues in the UK and vote for two to be campaigns for 2020.

Top 5 included: Mental Health, Hate Crime, End to Knife Crime, Protect the Environment and Curriculum for Life.

Top 2 campaigns: End to Knife Crime and Protect the Environment

November 2019

Youth Council/LYA member (Daisy) and Member of Youth Parliament (Emily) attended Havering Youth Summit, and delivered a presentation on Youth Crime and Make your Mark. Emily hosted the whole event and did a great job.

January 2020

Youth Council members and Members of Parliament received awards from the British Youth Council for the following: Young Campaigner of the Year, Award for Personal Development and Youth Led Project.

Members of Youth Parliament and Youth Council receiving awards for Havering from the British Youth Council.



Youth Parliament Elections 2020 - 2022:

Havering Members of Youth Parliament hold their post for 2 years, the term ended February 2020, so applications for new applicants launched in October 2019.

- November deadline for applications for Members of Youth Parliament (MYP's) – workshops for manifesto/interviews in December and public speaking in January where Cllr White attended to share his skills and knowledge. The Candidates had their Manifesto speeches were filmed so young people could see and decide who to vote for. Then current MYP's and long standing experienced Youth Council members were part of the workshops and a great support for candidates.
- January – Feb 2020 campaigning started – candidates travelled to several secondary schools to deliver manifesto speeches to campaign for votes.
- Results Night end of February to announce the successful candidates – over 6,800 votes were received
- Successful candidates were Ronny Whetton and Aliyyah Gbadamosi who took up post 1/3/2020.



Other events that have been happening during lockdown from Youth Service and Participation via Zoom:

- Revellers for young people with additional needs
- Wednesday Night Youth Club
- Swim and Gym for young people with additional needs
- Children in Care Youth Club

This has enable young people to keep in contact and speak with one another supporting with isolation and mental health.

Councillor Ciaran White