



Public Document Pack

**Havering**  
LONDON BOROUGH

# COUNCIL MEETING

**7.30 pm Wednesday, 12 July 2023**  
**At Council Chamber - Town Hall**

**Members of the Council of the London Borough of Havering are advised that a meeting of the Council is scheduled to take place on the date and time shown above. An indication of the business to be dealt with is given below.**

**Gavin Milnthorpe**  
**Monitoring Officer**

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



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

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

***Under the Committee Procedure Rules within the Council's Constitution the Chairman of the meeting may exercise the powers conferred upon the Mayor in relation to the conduct of full Council meetings. As such, should any member of the public interrupt proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room and may adjourn the meeting while this takes place.***

***Excessive noise and talking should also be kept to a minimum whilst the meeting is in progress in order that the scheduled business may proceed as planned.***

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

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

Reporting means:-

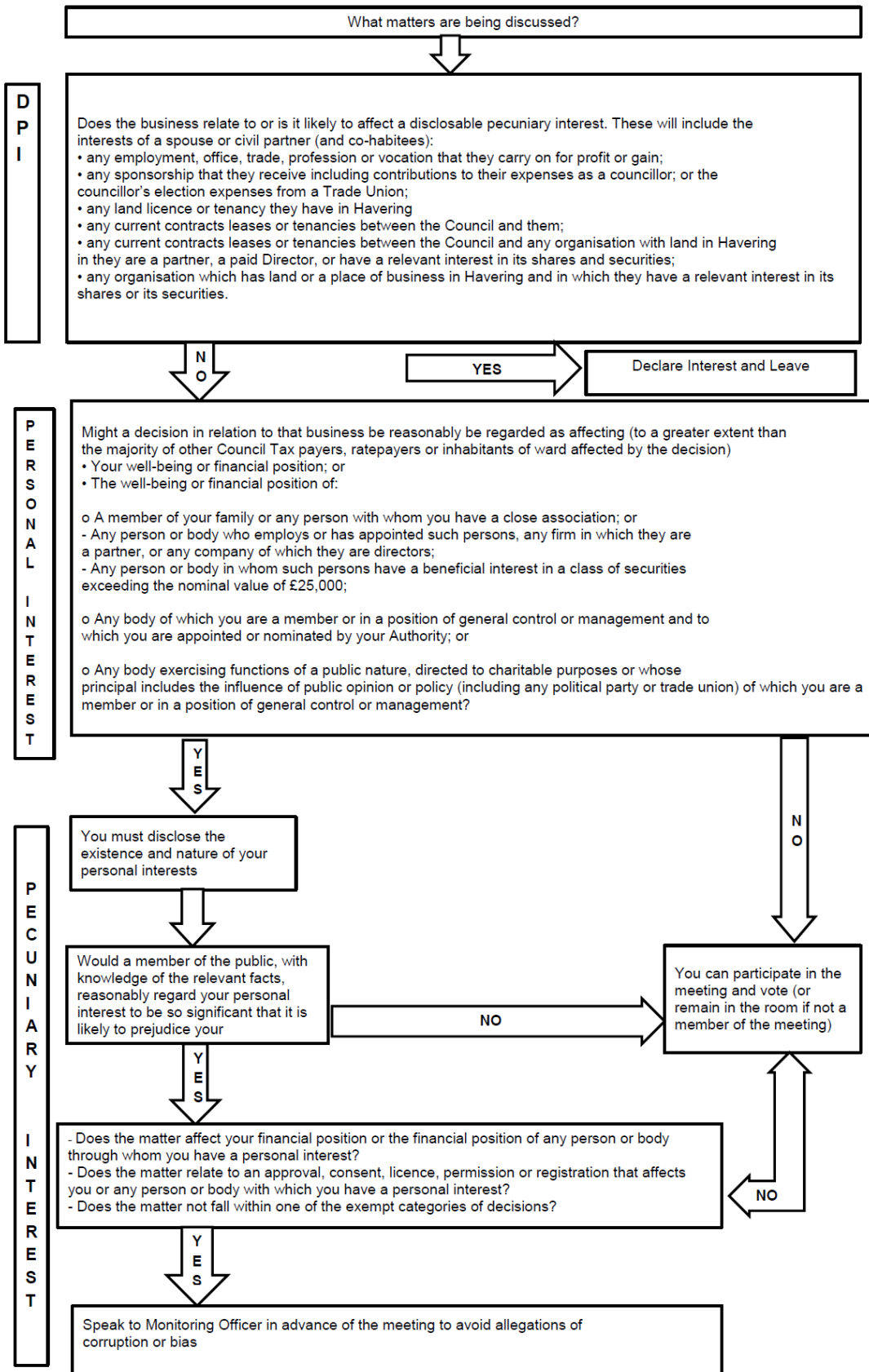
- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing,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

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

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

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

**DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF**



## AGENDA

### 1 PRAYERS

### 2 APOLOGIES FOR ABSENCE

Apologies have been received from the Mayor (Councillor Stephanie Nunn) and from Councillors Laurance Garrard, Barry Mugglestone and Darren Wise.

To receive any other apologies for absence.

### 3 MINUTES (Pages 1 - 12)

To sign as a true record the minutes of the Meeting of the Council held on 24 May 2023 (attached).

### 4 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.*

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

To receive announcements.

Note: Tributes will be paid to Councillor Linda Hawthorn, former Councillors Frank Everett and Denis Breathing and former MP – Sir Nicholas Bonsor Bt, all of whom sadly passed away recently.

### 6 PETITIONS

Notice of intention to present a petition has been received from Councillors Dilip Patel, Judith Holt, Viddy Persaud, Jane Keane, Graham Williamson and David Taylor.

**7 VACANT POSITIONS**

**NOTE: The deadline for nominations and amendments is midnight, Monday 10 July 2023.**

A.To appoint to the following vacant positions:

**Vice-Chair – Licensing Committee**

Motion on behalf of the Conservative Group

That Councillor Philippa Crowder be elected to the post of Vice-Chair, Licensing Committee

**Member Champion for the Historic Environment**

**B.To consider any other report or motion presented pursuant to Council Procedure Rule 2(h)**

**8 ANNUAL REPORTS OF COMMITTEES AND MEMBER CHAMPIONS (Pages 13 - 92)**

Attached for presentation to Council.

**9 MEMBERS' QUESTIONS (Pages 93 - 96)**

Attached.

**10 MOTIONS FOR DEBATE (Pages 97 - 98)**

Attached.

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# Public Document Pack Agenda Item 3



## MINUTES OF A MEETING OF THE COUNCIL OF THE LONDON BOROUGH OF HAVERING Council Chamber - Town Hall 24 May 2023 (7.30 - 8.50 pm)

**Present:** The Mayor (Councillor Trevor McKeever at start of meeting, Councillor Stephanie Nunn thereafter) in the Chair

**Councillors** Councillors Mandy Anderson, Robert Benham, Ray Best, Patricia Brown, Joshua Chapman, John Crowder, Keith Darvill, Osman Dervish, Brian Eagling, Sarah Edwards, Gillian Ford, Oscar Ford, Jason Frost, Laurance Garrard, James Glass, David Godwin, Martin Goode, Judith Holt, Jane Keane, Trevor McKeever, Paul Middleton, Robby Misir, Ray Morgon, Barry Mugglestone, Stephanie Nunn, Gerry O'Sullivan, Sue Ospreay, Dilip Patel, Nisha Patel, Viddy Persaud, Keith Prince, Philip Ruck, Timothy Ryan, Carol Smith, Christine Smith, Matthew Stanton, Natasha Summers, David Taylor, Katharine Tumilty, John Tyler, Christine Vickery, Bryan Vincent, Frankie Walker, Michael White, Reg Whitney, Julie Wilkes, Christopher Wilkins, Graham Williamson, Darren Wise and John Wood

Approximately 40 Members' guests and members of the public and a representative of the press were also present.

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

Father Roderick Hingley, of the Church of St Alban, Protomartyr, Romford opened the meeting with prayers.

The meeting closed with the singing of the National Anthem.

### **1 APOLOGIES FOR ABSENCE (agenda item 2)**

Apologies were received from Councillors Philippa Crowder, Jackie McArdle, Paul McGeary and Damian White.

### **2 DISCLOSURE OF INTERESTS (agenda item 3)**

The following interests were disclosed:

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Bryan Vincent, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor David Taylor, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Gerry O'Sullivan, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Jason Frost, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Julie Wilkes, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Laurance Garrard, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Mandy Anderson, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Natasha Summers, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Patricia Brown, Personal, Nominated for a position attracting a Special Responsibility Allowance.

Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Ray Morgon, Personal, Nominated for a position attracting a Special Responsibility Allowance.



Agenda item 9. APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES.

Councillor Stephanie Nunn, Personal, Nominated for a position attracting a Special Responsibility Allowance.

**3 ANNOUNCEMENTS BY THE OUTGOING MAYOR, BY THE LEADER OF THE COUNCIL OR BY THE CHIEF EXECUTIVE (agenda item 4)**

The Mayor thanked supporters of his charities – PTSD 999 and the Mardyke Community Centre. The Mayor also thanked Members for their good behaviour during meetings.

**4 MAYORALTY 2023/24 (agenda item 5)**

Motion on behalf of the Havering Residents Association Group

That Councillor Stephanie Nunn be elected to the office of Mayor for the municipal year 2023/24.

The motion on behalf of the Havering Residents Association Group was AGREED without division and Councillor Stephanie Nunn was therefore **ELECTED** as Mayor for the municipal year 2023/24.

Councillor Stephanie Nunn, having made the Declaration of Acceptance of Office of Mayor as required by the Local Government Act 1972, then took the Chair and thanked the Council for the honour bestowed upon them.

Councillor Nunn expressed the thanks of the Council to the outgoing Mayor – Councillor Trevor McKeever for his services during 2022/23. Councillor McKeever suitably replied.

The Mayor indicated that the Mayoral Consort for the year would be Councillor Barry Mugglestone.

**5 DEPUTY MAYOR**

In accordance with the Local Government Act 1972, the Mayor signified in writing her appointment of Councillor Pat Brown as Deputy Mayor for the coming year and to carry out the duties of the Mayor in case of the Mayor's illness or absence.

Councillor Brown made the Declaration of Acceptance of Office accordingly. The Mayor indicated the Deputy Mayor's consort for the year would be Jeff Stafford.

**6 MINUTES (agenda item 6)**

The minutes of the meeting of the Council held on 22 March 2023 were before the Council for approval. The minutes were **AGREED** as a correct record, without division.

**RESOLVED:**

**That the minutes of the meeting of Council held on 22 March 2023 be agreed as a correct record.**

**7 ANNOUNCEMENTS BY THE INCOMING MAYOR (agenda item 7)**

The Mayor congratulated Councillors Robert Benham and Joshua Chapman who had both recently had children born.

The Mayor announced that her Chaplain for the year would be Reverend Amanda Keighley of St Nicholas Church, Elm Park.

The Mayor's principal charity would be First Step and the first fundraising event would be held on 30 June at the RAF Heritage Centre, Hornchurch.

**8 APPOINTING THE COMMITTEES OF THE COUNCIL AND THE SCHEME OF DELEGATION (agenda item 8)**

A report of the Chief Executive gave details of the appointment of the Committees of the Council and advised on political balance issues and the scheme of delegation.

The report was **AGREED** without division and it was **RESOLVED:**

- (1) That, so far as necessary to enable any changes proposed and agreed during this meeting to be carried in to effect, Council Procedure Rule 20.2 (proposals to amend the Constitution to be referred to Governance Committee without discussion) be suspended.**
- (2) That, subject to the Council's consideration of any motion or amendment to this report relating to changes in the Committee structure, the Committees listed in Appendix 1 of the report be appointed for the 2023/24 Municipal Year and that:**
  - (a) As required by statute, two voting co-optees representing the Church of England and the Roman Catholic Church and three parent governor co-optees selected in accordance with the appropriate Regulations, be appointed to the People Overview and Scrutiny Sub-Committee.**

- (b) The other non-elected member “appointments” and invitations to attend shown in the Appendix (and particularly its annexes) be confirmed.
- (3) Those Committees be appointed with:
- (a) the membership sizes and
- (b) the political balance
- indicated in Appendix 2 of the report.
- (4) That the delegation of non-executive functions (as defined by the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (amended) to officers be agreed as set out in the Council’s Constitution.
- (5) To agree that all officers with delegated powers have power to further delegate those powers to other officers under s.101 of the Local Government Act 1972 or as provided for by any other legislation and may agree a scheme of delegation to officers for their service areas.

9 **APPOINTMENT OF THE CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES (agenda item 9)**

**Motion on behalf of the Havering Residents Association Group**

<b>Committee</b>	<b>Chairman Councillor</b>	<b>Vice-Chairman Councillor</b>
Audit	Julie Wilkes	David Godwin
Governance	Ray Morgon	Gillian Ford
Licensing (3 Vice-Chairmen)	Natasha Summers	1. Laurance Garrard 2. 3.
Pensions		Philip Ruck
Planning	Bryan Vincent	Reg Whitney
Strategic Planning	Laurance Garrard	Reg Whitney
Overview and Scrutiny Board	Gerry O’Sullivan	Philip Ruck
People Overview and Scrutiny Sub- Committee		

Places Overview and Scrutiny Sub-Committee		
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**Sub-Committee of the Governance Committee:**

Appointments	Ray Morgon	Gillian Ford
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**Motion on behalf of the Conservative Group**

<b>Committee</b>	<b>Chairman Councillor</b>	<b>Vice-Chairman Councillor</b>
Audit		
Governance		
Licensing (3 Vice-Chairmen)		1. 2. 3.
Pensions		
Planning		
Strategic Planning		
Overview and Scrutiny Board		
People Overview and Scrutiny Sub-Committee	Jason Frost	
Places Overview and Scrutiny Sub-Committee	David Taylor	

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

Appointments		
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**Motion on behalf of the Labour Group**

<b>Committee</b>	<b>Chairman Councillor</b>	<b>Vice-Chairman Councillor</b>
Audit		
Governance		
Licensing (3 Vice-Chairmen)		1. 2. Jane Keane 3.
Pensions	Mandy Anderson	
Planning		
Strategic Planning		
Overview and Scrutiny Board		
People Overview and Scrutiny Sub- Committee		Frankie Walker
Places Overview and Scrutiny Sub- Committee		Katharine Tumilty

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

Appointments		
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The appointments were **AGREED** without division and it was therefore **RESOLVED** that the following appointments be made:

<b>Committee</b>	<b>Chairman Councillor</b>	<b>Vice-Chairman Councillor</b>
<b>Audit</b>	<b>Julie Wilkes</b>	<b>David Godwin</b>
<b>Governance</b>	<b>Ray Morgon</b>	<b>Gillian Ford</b>
<b>Licensing (3 Vice-Chairmen)</b>	<b>Natasha Summers</b>	<b>1. Laurance Garrard 2. Jane Keane 3. Vacant</b>
<b>Pensions</b>	<b>Mandy Anderson</b>	<b>Phil Ruck</b>
<b>Planning</b>	<b>Bryan Vincent</b>	<b>Reg Whitney</b>
<b>Strategic Planning</b>	<b>Laurance Garrard</b>	<b>Reg Whitney</b>
<b>Overview and Scrutiny Board</b>	<b>Gerry O’Sullivan</b>	<b>Phil Ruck</b>
<b>People Overview and Scrutiny Sub-Committee</b>	<b>Jason Frost</b>	<b>Frankie Walker</b>
<b>Places Overview and Scrutiny Sub-Committee</b>	<b>David Taylor</b>	<b>Katharine Tumilty</b>

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

<b>Appointments</b>	<b>Ray Morgon</b>	<b>Gillian Ford</b>
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**10 APPOINTMENT OF THE MEMBER CHAMPIONS (agenda item 10)**

**Motion on behalf of the Havering Residents Association Group**

That the following be appointed Champions as indicated:

For the Armed Forces – Barry Mugglestone

For Equality and Diversity –

For the Historic Environment –

For the Over 50’s –

For the Voluntary Sector Compact –

For Young People –

**Motion on behalf of the Conservative Group**

That the following be appointed Champions as indicated:

For the Armed Forces –

For Equality and Diversity –

For the Historic Environment –

For the Over 50's –

For the Voluntary Sector Compact – David Taylor

For Young People –

**Motion on behalf of the Labour Group**

That the following be appointed Champions as indicated:

For the Armed Forces –

For Equality and Diversity – Katharine Tumilty

For the Historic Environment –

For the Over 50's – Mandy Anderson

For the Voluntary Sector Compact –

For Young People – Frankie Walker

**Amendment on behalf of the Havering Residents Association Group**

**(Amendment shown in bold text)**

That the following be appointed Champions as indicated:

For the Armed Forces – Barry Mugglestone

For Equality and Diversity –

For the Historic Environment –

For the Over 50's –

For the Voluntary Sector Compact – **Jackie McArdle**

For Young People –

The following positions were appointed without division:

<b>Member Champion</b>	<b>Nominee - Councillor</b>
For the Armed Forces	Barry Mugglestone
For Equality & Diversity	Katharine Tumilty
For the Historic Environment	Vacant
For the Over 50's	Mandy Anderson
For Young People	Frankie Walker

A statement that the Conservative Group no longer wished to contest this position was noted by Council.

The following Member Champion was elected following a vote:

**Member Champion for the Voluntary Sector Compact**

<b>Conservative Group nominee Councillor</b>	<b>Havering Residents Association Group nominee Councillor</b>
David Taylor	Jackie McArdle

Councillor Jackie McArdle was elected as Member Champion for the Voluntary Sector Compact by 29 votes to 3 with 18 abstentions/non-votes.

It was **RESOLVED**:

That Members be appointed by Council to positions as follows:

<b>Member Champion</b>	<b>Nominee - Councillor</b>
For the Armed Forces	Barry Mugglestone
For Equality & Diversity	Katharine Tumilty
For the Historic Environment	Vacant
For the Over 50's	Mandy Anderson
For the Voluntary Sector Compact	Jackie McArdle
For Young People	Frankie Walker



11 **APPOINTMENT TO OUTSIDE ORGANISATIONS AND OTHER BODIES (agenda item 11)**

A report of the Governance Committee asked Council to confirm Member representatives and voting arrangements for the Local Government Assembly.

Motion on behalf of the Havering Residents Association Group

That the following Members be nominated for the Local Government Association:

Councillor Ray Morgon

Councillor Keith Darvill

Councillor Gillian Ford

Councillor Michael White

The report and motion were was **AGREED** without division and it was **RESOLVED**:

**1. That the following Members be ELECTED as members of the Local Government Assembly:**

**Councillor Ray Morgon  
Councillor Gillian Ford  
Councillor Keith Darvill  
Councillor Michael White**

**2. That the existing arrangements of all 5 votes in the General Assembly being cast by the Leader should continue.**

12 **STATEMENT BY THE LEADER OF THE COUNCIL (agenda item 12)**

A statement by the Leader of the Council detailed the challenging environment facing Havering. Issues such as post-covid recovery and the borough's changing demographics were positive but these were being affected by challenges such as a lack of support from Central Government, rising inflation and the cost of living crisis. More positive news had been the Council's continuing investment in Section 92 police officers, CCTV and street lighting.

The Leader thanked a number of local groups as well as the wider community for their support to residents affected by the Wennington fires.

Priorities for the coming year included the Council moving to its new Target Operating model and efforts to secure approval for the new station at Beam

Park. Work relating to the Lower Thames crossing and the new data centre would continue and the Leader shared concerns expressed about the expansion of the Ultra Low Emission Zone.

The Leader also congratulated Councillor Prince on his recent election as Leader of the Conservative Group.

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**Mayor**

**COUNCIL, 12 JULY 2023**

**REPORTS OF COMMITTEES, SUB-COMMITTEES AND MEMBER CHAMPIONS**

**CONTENTS**

**AUDIT COMMITTEE**

**PENSIONS COMMITTEE**

**OVERVIEW AND SCRUTINY BOARD**

**PEOPLE OVERVIEW AND SCRUTINY SUB-COMMITTEE**

**PLACES OVERVIEW AND SCRUTINY SUB-COMMITTEE**

**MEMBER CHAMPION FOR THE ARMED FORCES**

**MEMBER CHAMPION FOR EQUALITY AND DIVERSITY**

**MEMBER CHAMPION FOR THE OVER 50S**

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<p style="text-align: center;"><b>ANNUAL REPORT ON THE WORK OF THE AUDIT COMMITTEE 2022/23 FINANCIAL YEAR</b></p>
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**1. Introduction**

This reports covers the period July 2022 to May 2023 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 (since April 2022):**

Audit Committee: Councillor Jukie Wilkes (Chairman)  
Councillor David Godwin (Vice Chairman)  
Councillor David Taylor  
Councillor Keith Prince  
Councillor Damian White  
Councillor Sarah Edwards  
Councillor Jane Keane  
Councillor Darren Wise

Internal Auditors: oneSource  
External Auditors: Ernst & Young

During the year under review, the Committee met on five 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 Reviews / 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 the Council's External Auditors (Ernst & Young).

### **Priorities and work plan for the forthcoming year**

- 3.1 The Audit Committee is currently scheduled to meet on four occasions over the next municipal year. There are specific reports planned throughout the year, running through a mix of 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 the Public Sector Audit Standards Audit and Accounts Regulations 2015.
- 3.4 The Committee will continue to receive updates on the Corporate Risk Register and specific input from risk owners where required.
- 3.5 Fraud prevention and detection will continue to be high on the Audit Committee's agenda going forward.
- 3.6 The Committee will continue to focus on ensuring Value for Money and challenging control issues and high risk areas that have been highlighted by the work of Internal Audit.

**AUDIT COMMITTEE AGENDA ITEMS – FROM JULY 2022 TO MAY 2023**

**July 2022**

- **Internal Audit Plan 2022/23**  
The Committee was presented with a report on the Public Sector Internal Audit Standards that referred to the need to produce a risk-based Internal Audit Plan. It was explained that this took into account the requirement to produce an annual internal audit opinion and report that could be used by each Council to inform the Annual Governance Statement.
- **Head of Assurance Annual Report**  
The Committee noted a report that brought together all the aspects of audit, assurance and counter fraud work undertaken in the 2021/22 financial year. These included actions taken by management in response to audit and counter fraud activity, which supported the governance framework of the authority.
- **Treasury Management Annual Report**  
It was explained that the Authority's Treasury Management Strategy Statement (TMSS) 2021/22 was approved by Full Council on the 3 March 2021. This backward looking report covered the delivery of the TMSS in 2021/22.

**October 2022**

- **Assurance Progress Report Q1 and Q2**  
The Committee received a report that detailed the work undertaken by the Assurance Service during the period from 1 April to 30 September 2022 and included the work done around the Council's standards progress, internal audit measures, counter fraud and risk functions.
- **Treasury Management Mid Year Report**  
The Committee was provided with an update on the mid-year report on the treasury management activities as required by The Chartered Institute of Public Finance and Accountancy's (CIPFA) Treasury Management Code.

It was to be noted that the Authority's Treasury Management Strategy Statement for 2022/23 was approved at the Cabinet meeting on 16 February 2022 and at Full Council on the 2 March 2022.

- **Work Programme 2022/23**  
The following were suggested:
  - **Scrutiny of Council Grants** with further examination into who they are awarded to and with specific focus on assurance grants for families in need. Was there a central record of all grants?



- Invoice payments to companies and were there issues around raising pre-orders for things outside of budget
- Children's Services

### **January 2023**

- Treasury Management Strategy Statement 2023/24 and Annual Investment Strategy 2023/24 Treasury Indicators.

The Committee considered, commented and noted the Treasury Management Strategy Statement report that was a part of the authority's reporting procedures as recommended by the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management ("TM") Code and its Prudential code ("The CIPFA Prudential Code") for capital finance in local authorities.

The Strategy sets out recently introduced changes to the legislative framework, which were generally designed to place restrictions on authorities' commercial activity.

It was noted that the report fulfilled the authority's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA TM Code/Prudential Code and Government Guidance.

- Assurance Progress Report  
The Committee were presented with a report that advised on the work undertaken by the Assurance Service (internal audit and counter fraud) during the period from 1st October to 31st December 2022.
- Report on Mercury Land Holdings  
The Committee noted a report that advised on the background, activity and financial status of Mercury Land Holdings, the Council-owned development company.

### **February 2023**

- Mercury Land Holdings  
The Committee met to raise questions and conduct further scrutiny in relation to Mercury Land Holdings.

### **April 2023**

- Assurance Progress Report  
The Committee received the progress on assurance work undertaken by the Assurance Service (internal audit and counter fraud) during 2022/23.

It was noted that the Internal Audit follows up all high and medium risk audit recommendations with relevant service management. There was a rolling programme of follow up work, with each auditor taking responsibility for tracking

the implementation of recommendations made in their audit reports. The implementation of audit recommendations, in systems where limited assurance was provided, was verified through a follow up audit review.

- Draft Internal Audit Plan 2023/24 – Consultation

The Committee noted a report that informed Members of the proposed audit plan for 2023/24

It was explained that the Public Sector Internal Audit Standards referred to the need to produce a risk-based Internal Audit Plan. This would take into account the requirement to produce an annual internal audit opinion and report that could be used by each Council to inform the Annual Governance Statement.

The report set out the approach to producing the draft Internal Audit plan and invited comments from Members.

- Risk Management Update

Members noted an update report on the Corporate Risk Register.

It was explained that the Corporate Risk Register was subject to regular review and risks were discussed at monthly Governance and Assurance Board meetings, chaired by the Section 151 officer. The Committee should receive an updated Corporate Risk Register every six months.

- LBH Provisional Audit Results Report & Havering Pension Fund Provisional Audit Results Report

The Committee were presented with a report that informed them of the progress on the audit of the 2020/21 Draft statement of Accounts. The report explained that the external auditor, Ernst & Young advised the Members on the work undertaken and that the Council published its draft statement of Accounts for the financial year 2020/21 in July 2021.

- Accounting Policies 2023/24 and Statement of Accounts Update

Members received and noted a report that outlined the accounting policies for 2023/24 and an update on the Statement of Accounts for previous years.

The Committee noted that there were no material changes proposed to Havering's accounting policies for the 2023/24 accounts. The requirement to include all leased assets on the balance sheet had been deferred for Local Government until 2024/25, this change should not have a material impact upon the Council's usable financial resources as the amounts payable under the leases would remain the same.

The 2020/21 and 2021/22 draft Statement of Accounts were now available on the Council website. The collating of the 2022/23 Statement of Accounts was on target for publication by the Government deadline, currently 31st May 2023.

## 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 Audit Committee

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**Havering**  
LONDON BOROUGH

## HAVERING PENSION FUND

Page 23

# **BUSINESS PLAN/REPORT ON THE WORK OF THE PENSIONS COMMITTEE DURING 2022/23**

## INTRODUCTION

This is the Business Plan for the London Borough of Havering Pension Fund (the 'Fund'). Havering Council is an Administering Authority under Local Government Pension Scheme (LGPS) Regulations and as such has delegated authority for this to the Pensions Committee.

The Business Plan sets out the work undertaken by the Committee during 2022/23 and the plan of work for the forthcoming three years. The Business Plan is reviewed and updated annually.

This is the first report of the newly elected Pensions Committee, following the local elections in May 2022. It also includes the work undertaken for the period 1<sup>st</sup> January 2022 to 31 March 2022 by the previous committee, which was omitted from last year's report due to its earlier production to meet Council reporting deadlines before the May elections.

The Business Plan, in line with CIPFA guidance "Principles for Investment Decision Making & Disclosure in the LGPS" outlines:

- Key Targets and Methods of Measurement
- Review level of internal & external resources
- Financial Estimates
- Major milestones and issues considered and to be considered
- Appropriate provision for Training
- Any recommendations actions to put right any deficiencies.

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 covering the work of the Pensions Committee.

## KEY TARGETS & METHODS OF MEASUREMENT

The Fund 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 consists of 56 employers with active members, of which the London Borough of Havering is the largest. The other employers in the Fund are made of up of 41 Scheduled bodies (Academies and Further Education bodies) and 14 Admitted bodies (13 outsourced contracts and one resolution body).

## Pension Fund – Funding

The Fund's Actuary (Hymans Robertson) carried out a triennial valuation during 2022/23 based on data as at 31 March 2022. 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 with the results of the 2022 valuation effecting employer contribution rates from 1 April 2023.

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. The Fund also monitors the funding position at the midway point between triennial valuations, which will be at 30 September 2023. The purpose of the funding update is to assess whether the funding plan is on track and take actions if necessary. A comparison of funding levels can be seen below:

**Table 1 - Comparison of funding levels:**

Ongoing funding basis	31 March 2019	31 March 2022
	£m	£m
Assets	733	920
Liabilities	1,054	1,149
<b>Surplus/(deficit)</b>	<b>(321)</b>	<b>(229)</b>
<b>Funding level</b>	<b>70.0%</b>	<b>80.0%</b>

Improvement to the funding position is mainly attributable to better than expected investment returns.

### Investment Strategy Development & Performance Monitoring:

The Investment Strategy Statement (ISS) was updated on the 29 July 2020 to reflect the decisions and progression of the implementation of the investment strategy made by the Committee since its launch.

Following the 29 July 2020 meeting, the Committee considered and agreed further developments/implementation in the investment strategy at its meetings on the 1 October 2020, 16 March 2021, 20 July 2021 and 14 September 2021. Implementation of this ISS has largely been met with no significant movement during 2022/23.

Following the Fund's Actuarial Valuation as at March 2022 a review of the current ISS was carried out to ensure that it remained appropriate to meet its long term objectives, this being to ensure that the assets are invested to secure funding for member's benefits. Conclusion of the

review identified the need to shift towards “increased income” investments as part of any investment strategy changes. An outline of these considerations was presented to the Committee at its meeting on the 21 March 2023.

Following on from those discussions, the updated ISS will be presented to the Committee for approval at its meeting on the 25 July 2023.

The Fund has continued to fund capital calls for the Private Debt and Infrastructure mandates during the year to 31 March 2023. Amounts paid and waiting to be called are as follows:

**Table 2 – Capital Calls paid and outstanding**

<b>Investment Manager</b>	<b>Mandate</b>	<b>Amount Paid £000</b>	<b>Commitments outstanding* £000</b>
Stafford II	Infrastructure	nil	2,803
Stafford IV	Infrastructure	8,092	10,671
PCIV Renewables	Infrastructure	2,591	16,482
Churchill II	Private Debt	1,250	1,483
Churchill IV	Private Debt	8,062	6,987
Permira PCS4	Private Debt	3,528	4,860
Permira PCS5	Private Debt	12,521	32,250
JP Morgan	Infrastructure	12,000	nil
<b>Total</b>		<b>48,044</b>	<b>75,536</b>

\*Includes recallable income



## Asset Allocations

The asset allocations as at 31 March 2023 are shown against the long-term target below together with individual fund manager benchmarks:

**Table 3 – Asset Allocations**

Asset Class		Target Allocation %	Actual Allocation 31 March 2023 %	Benchmark and Target
<b>Equities</b>		<b>40.0</b>	<b>38.6</b>	
Legal & General Investment Management (LGIM) Passive Global Equity	LCIV aligned	5.0	3.9	FTSE All World Equity Index
LGIM Passive Emerging Markets	LCIV aligned	5.0	4.1	FTSE World Emerging Markets
LGIM Future World Fund	LCIV aligned	10.0	10.5	FTSE AW ex CW Climate Balanced Factor Index
Baillie Gifford Global Alpha Paris Aligned Fund	LCIV	15.0	15.2	MSCI ACWI by 2- 3 % p.a. over a rolling 5 five year period Plus have a weighted average greenhouse gas intensity that is lower than MSCI ACWI EU Paris Aligned Requirement index
State Street Passive Equity Progressive Paris Aligned Fund (PEPPA)	LCIV	5.0	4.9	Developed EX-Korea Large Midcap Net Zero 2050 Paris aligned ESG Index
<b>Multi-Asset</b>		<b>20.0</b>	<b>20.4</b>	
Baillie Gifford (Diversified Growth Fund)	LCIV	7.5	7.4	Bank Base Rate +3.5%
Ruffer Absolute Return	LCIV	12.5	13.0	Preserve and grow capital (LIBOR +4% p.a.)
<b>Real Asset</b>		<b>20.0</b>	<b>19.1</b>	
UBS UK Property	Non LCIV	6.0	5.7	Match MSCI All Balanced Funds Weighted Average Index
CBRE Global Property	Non LCIV	4.0	3.9	CPI +5%% p.a. (net of fees)
Stafford II & IV Global Infrastructure	Non LCIV	3.5	4.1	CPI +5%% p.a. (net of fees)

Asset Class		Target Allocation %	Actual Allocation 31 March 2023 %	Benchmark and Target
JP Morgan Infrastructure	Nov LCIV	4.0	4.1	CPI +5%% p.a. (net of fees)
Renewable Energy Infrastructure	LCIV	2.5	1.3	CPI +5%% p.a. (net of fees)
<b>Bonds and Cash</b>		<b>20.0</b>	<b>21.9</b>	
Royal London Index Linked Bonds	Non LCIV	5.0	3.0	40% FTSE Index Linked over 5 Year index.
Royal London Multi Asset Credit	Non LCIV	7.5	6.8	<ul style="list-style-type: none"> <li>50% ICE BAML, BB-B Index</li> <li>50% Credit Suisse US Leveraged Loan Index GBP Hedged</li> </ul>
Royal London Corporate Bonds	Non LCIV	0.0	0.0	IBOXX Sterling Non Gilt over 10 Year index
Churchill II & IV Private Debt	Non LCIV	3.0	4.1	Outperform cash + 4% p.a
Permira PCS4 & PCS5 - Private Debt	Non LCIV	4.5	4.9	Outperform cash + 4% p.a
Currency Hedging	Russell	0.0	0.1	Hedge 100% of EUR, USD and AUD currency (non-equity)
Cash	n/a	0.0	3.0	n/a
<b>TOTAL</b>		<b>100.0</b>	<b>100.0</b>	

Capital commitment calls will continue to be met during 2023/24 and beyond.

Overweight allocation to cash or asset allocations will be considered for reinvestment or settlement of capital calls.

In line with the ISS, when the Fund allocation deviates by 5% or more from the strategic allocation, the assets will be rebalanced back to within 2.5% of the strategic asset allocation.

As at 31 March 2023 the total value of assets with the London CIV is £373m which represents 42% of assets under direct management (2021/22 46%). 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 £538m. Overall allocation to LCIV is 61% (2021/22 64%). Reduction relates to fall in market values and some asset allocation rebalancing.

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 Department of Levelling Up, Housing and Communities (DLUHC) timelines.

## Fund Performance

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 uses the performance measurement services from Northern Trust, 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 2023 against both benchmarks is shown below:

Page 29

Table 4 – Fund Performance

	<u>1 year to</u> <u>31.03.23</u> %	<u>3 Years to</u> <u>31.03.23</u> %	<u>5 years to</u> <u>31.03.23</u> %
Fund Return	-3.59	7.99	5.09
<b>Tactical Benchmark</b>	<b>0.73</b>	<b>8.41</b>	<b>5.97</b>
Performance	-4.32	-0.42	-0.89
Fund Return	-3.59	7.99	5.09
<b>Strategic Benchmark</b>	<b>-24.53</b>	<b>-5.67</b>	<b>-1.31</b>
Performance	20.94	13.67	6.40

Source: Northern Trust

Totals may not sum due to geometric basis of calculation and rounding

## Investment Strategy - Climate Considerations:

The Committee recognises the long-term financial risks and opportunities presented by climate change and during 2021/22 had already taken steps to address climate risk in a number of ways, mainly moving some of its equity investments to low carbon aligned portfolios and commenced investing in renewable energy infrastructure. The Committee will continue to include climate considerations as part of investment decision making.

The Committee's Business Plan for 2022/23, agreed at its Pensions Committee meeting on the 15 March 2022, included the development of a broader climate risk management action plan. The progress made in developing this plan is outlined as follows:

- a. 26 July 2022 Pensions Committee meeting - the Committee received a presentation setting out the possible next steps in developing the Fund's plans for addressing climate risk within its portfolio. This plan will be used to establish a baseline position enabling the Fund to frame objectives and targets for change.
- b. 20 September 2022 Pension Committee meeting - the Committee was presented with a baseline assessment of several carbon metrics, which identified gaps in data and set out those asset types where data is harder to collect and measure. Assessing the Fund's current position against a series of standard metrics will address ongoing reporting requirements.
- c. 13 December 2022 Pensions Committee considered the indicative plans/actions and timescales in developing the Fund's plans for embedding climate risk management into the Fund.
- d. 6 March 2023 - An education session on climate metrics was delivered to the Committee, in preparation for the discussions on setting objectives and goals for inclusion in the climate risk policy.
- e. 21 March 2023 Pensions Committee discussed and agreed the draft outline of the Climate Risk Policy content and agreed to fully develop the policy, which will be presented at the next committee meeting in July 23. The Policy will set out the Committees approach to addressing climate related risks, its goals and any associated actions for delivery. The Committee will then monitor exposure to climate related risks within its portfolios on an annual basis

## **Comments on Fund performance from the Fund's Investment Advisors:**

*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 3.5% p.a. (as stated in the latest actuarial valuation date as at 31 March 2022). This target investment return is a slight increase from the 3.3% p.a. stated in the previous actuarial valuation (as at 31 March 2019).*

*Over the 12-month period to 31 March 2023, the Fund delivered negative returns in absolute terms and underperformed the tactical benchmark. However, over this period returns were comfortably ahead of the strategic benchmark. Over longer time periods of 3 years and 5 years to 31 March 2023 the Fund experienced strong asset growth, with investment performance returns of 8.0% p.a. and 5.1% p.a. respectively – marginally underperforming the tactical benchmark but comfortably ahead of the target investment return and strategic benchmark. Therefore, over longer time periods the Fund remains ahead of the longer term returns sufficient to support affordable and stable levels of contributions.*

*The negative investment performance (in absolute terms) over the 12-month period was primarily driven by the Fund's active equity, multi-asset credit and index-linked gilt allocations. High inflation and significant and rapid interest rate rises negatively impacted these allocations, causing valuations to fall.*

*The primary contributor to the Fund's underperformance relative to the tactical benchmark over the 12-month period was its multi-asset allocation. The multi-asset mandates have material exposure to global equity and credit markets, both of which underperformed the 'Cash Plus' style benchmark these mandates are measured against.*

*The Committee took further steps to develop the Fund's Climate Plan, building on the actions already taken to address climate risk. The Committee agreed key actions to embed climate risk management into the Fund's investment strategy over 2023, such as; completing a climate metrics baseline assessment of the Fund's existing investments, drafting and developing a climate risk management policy and agreeing a net zero target date (and the climate metrics to monitor progress towards this over time).*

*Implementation of the previously agreed changes in the investment strategy have continued over the year and have seen the allocation to the corporate bonds mandate wound down and a further allocation to private debt added in order to maintain the Fund's strategic benchmark allocation.*

*Additionally, towards the end of the Fund year (following the Fund's 2022 actuarial valuation) the Committee agreed some changes to the Fund's investment strategy in order to further improve the efficiency of the strategy and aim to capture investment opportunities. The*

*Committee agreed to fully disinvest from the LCIV Diversified Growth Fund and, as an interim step, invest the proceeds with a further 2.5% to infrastructure and 5.0% to a new investment grade credit allocation. When deemed appropriate, the Committee have agreed that the 5.0% credit allocation be transferred to a longer-term target increase in multi-asset credit and private debt – with a 2.5% increase to each allocation. Implementation of these changes will begin during the 23/24 Fund year.*

Due to a change in guidance, the Committee reviewed the reporting arrangements back 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 sub funds 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**.

## **INTERNAL & EXTERNAL RESOURCES**

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.

Following the outcome of the Local Elections in May 2022, new committee members were appointed to the Pensions Committee, which reflects the political balance of the Council. The structure of the Committee (those responsible for decision making during the year to 31 March 2023, are as follows:

### **Labour Group**

Cllr Mandy Anderson (Chair)

\*Cllr Matthew Stanton (up until December 2022)

### **Conservative Group:**

Cllr Robert Benham

Cllr Dilip Patel

Cllr Viddy Persaud

### **Havering Residents' Group**

Cllr Julie Wilkes

Cllr Philip Ruck (Vice-Chair)

\*Cllr James Glass (from December 2022)

### **Other**

Union Members (Non-voting) x 2 - Derek Scott (Unison) and Vacant (GMB)

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

\*Due to a Councillor changing political parties an adjustment was made to the political allocation of representatives who sit on the Pensions Committee from December 2022. This resulted in the Labour Group losing one seat (Cllr Matthew Stanton) and the Havering Residents Group gaining one seat (Cllr James Glass).

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 and Newham).

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 Administration (LPPA) to undertake their pension's administration.

The Pensions Committee is supported by the Administrating Authority's Finance and Administration Services (oneSource) and the associated costs are reimbursed to the Administrating Authority by the Fund.

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

**Pensions Administration** - The LPPA is responsible for all aspects of the Fund administration including calculating benefits, processing joiners and leavers, record amendments, end of year returns, monitoring and administration of the Authority's Additional Voluntary Contributions (AVC) scheme. LPPA engagement team is responsible for communications and training for Scheme employers and pension scheme members.

At a Pensions Committee meeting held on the 21 March 2023, members reviewed and agreed the 2023/24 budget for the Pensions Administration contract.

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

The financial information can be seen in Financial Estimates section.

**Accountancy and Investment support** - The Pensions and Treasury team within the oneSource Finance Service supports the Pension Fund and consists of an establishment of 2 full time equivalent posts (3 officers). They ensure 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.

As part of the succession planning two graduates, on a six monthly rotation, were introduced into the section during 2022/23



## FINANCIAL ESTIMATES

The financial accounts of the Havering Pension Fund for 2022/23 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.

In line with the Chartered Institute of Public Finance & Accountancy (CIPFA) LGPS Management Costs guidance, Management costs are shown split between three cost categories as follows:

### 1. Administrative Expenses

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

	2021/22 Actual £000	2022/23 Estimate £000	2022/23 Actual £000	2023/24 Estimate £000	2024/25 Estimate £000	2025/26 Estimate £000
Administration & Processing*	674	745	728	735	735	735
Other Fees (Levies)	8	10	8	10	10	10
Other Costs (Interest)	27	20	70	30	30	30
Income	0	0	(79)	0	0	0
<b>TOTAL</b>	<b>709</b>	<b>775</b>	<b>727</b>	<b>775</b>	<b>775</b>	<b>775</b>

Please note the following regarding the above figures:

- Administration & processing costs include the Pension Administration Contract LPPA, Project & Contract manager, payroll & legal charges and ad hoc project costs.
- 2022/23 increase in interest payments reflects the late processing of pension payments whilst our administrator LPPA undertook transition of data to their new system and an increase in interest rates
- 2022/23 Income relates to a one-off exercise to clear down income held in the balance sheet in relation to pension recoveries. Future income will offset payments to pension benefits.
- No allowances for inflation after 2023/24

## 2. 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.

	2021/22 Actual £000	2022/23 Estimate £000	2022/23 Actual £000	2023/24 Estimate £000	2024/25 Estimate £000	2025/26 Estimate £000
Fund Manager Fees	3,954	3,500	4,109	4,000	4,000	4,000
Performance Related Fees	117	120	121	120	120	120
Transaction costs	97	80	310	300	300	300
Custodian Fees	42	40	42	40	40	40
Performance Measurement services	31	35	36	35	35	35
Other Investment Fees	0	15	10	15	15	15
<b>TOTAL</b>	<b>4,241</b>	<b>3,790</b>	<b>4,628</b>	<b>4,510</b>	<b>4,510</b>	<b>4,510</b>

Please note the following regarding the above figures:

- Fund Manager Fees are charged according to the fund value; therefore, an average figure from the last two years has been applied for estimates 2023/24 onwards
- Transaction costs include costs newly identified as transaction costs

### 3. 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.

	2021/22 Actual £000	2022/23 Estimate £000	2022/23 Actual £000	2023/24 Estimate £000	2024/25 Estimate £000	2025/26 Estimate £000
Financial Services	178	165	210	220	220	220
Actuarial Fees	19	100	130	25	25	25
Audit Fees	78	60	(14)	60	60	60
Member Training (inc. LPB)	1	10	3	10	10	10
Advisor Fees	72	75	86	75	75	75
London CIV	119	120	118	120	120	120
Local Pension Board	3	5	4	5	5	5
Pensions Committee	35	35	33	35	35	35
Other Fees	19	5	1	5	5	5
<b>TOTAL</b>	<b>524</b>	<b>575</b>	<b>585</b>	<b>555</b>	<b>555</b>	<b>555</b>

Please note the following regarding the above figures:

- Work on the 2022 valuation was undertaken in 2022/23 – higher actuarial costs during a valuation year is expected.
- 2022/23 credit on audit fees relates to a prior year accrual not offset by invoice due in following year. Incompletion of prior year audits causing delays for accurately predicating audit fees. Audit fees subject to approval by Public Sector Audit Appointments (PSAA).

	2021/22 Actual £000	2022/23 Estimate £000	2022/23 Actual £000	2023/24 Estimate £000	2024/25 Estimate £000	2025/26 Estimate £000
<b>OVERALL MANAGEMENT TOTAL</b>	<b>5,474</b>	<b>5,140</b>	<b>5,940</b>	<b>5,840</b>	<b>5,840</b>	<b>5,840</b>

## MAJOR MILESTONES & ISSUES CONSIDERED/TO BE CONSIDERED

### Pension Committee meetings 2022/23

The Committee met a number of times during 2022/23 and Annex A sets out the coverage of matters considered and members in attendance.

Timetables are indicative and some reports may be rescheduled to an alternative date to avoid overloading content at meetings.

Annex A has been compared against the indicative work plan set for 2021/22 to demonstrate what was achieved and is set out below:

Planned Work	Achieved	Additional work to business plan	Comments
<b>15 March 22*</b>			
Overall Monitoring Report on Pension Fund to end of Dec 21 (Royal London)	Yes		
Business Plan/Report on the work of the Pensions Committee 2021/22	Yes		
GAD Section 13 results	Yes		
		Agreed Pensions Administration Budget 2022/23 and noted changes to Service Level Agreement	Not scheduled but as this has been submitted annually will be future Business Plan
<b>26 July 22</b>			
Overall Monitoring Report on Pension Fund to end of Mar 22 Russell (Currency)	Yes		
Pension Fund Accounts 2021/22	Yes		
Climate Plan and ISS Update	Yes		
TCFD reporting	Yes		
<b>20 September 22</b>			
Overall Monitoring Report on Pension Fund to end of Jun 22: UBS (Property)	Yes		
Pension Fund Annual Report for 2021/22	Yes		Presented at Nov meeting
Review Emerging Markets Equity Investing	No		Report not needed - deferred to 2023/24

		Agreed further steps required for progressing with development of a Climate Risk Plan	
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Planned work	Achieved	Additional work to business plan	Comments
<b>8 November 22</b>			
Annual review of Custodian	Yes		21 Mar meeting
Annual review of Adviser	Yes		13 Dec meeting
Annual review of Actuary	Yes		
Review of Governance Policy	Yes		
Whistleblowing Annual Assessment	Yes		
Risk Register Review	Yes		3 Dec meeting
Data Improvement Plan Review	No		Not due for review
Overpayment policy following Death	Yes		21 Mar meeting
Funding Strategy Statement Update	Yes		
<b>13 December 22</b>			
Overall Monitoring Report on Pension Fund to end of Sep 22: Stafford (Infrastructure)	Yes		
Good Governance review - outcomes and implementation planning	No		Report was dependent on receiving guidance from DLUHC - will roll forward to 2023/24
TPR New Code of Practice	No		Report was dependent on new code being issues – will roll forward to 2023/24
Annual review of Fund Managers Voting & Engagement	Yes		21 March meeting
		Local Pension Board Annual Report	This is annual so will be added to future work plans

Planned work	Achieved	Additional work to business plan	Comments
<b>21 March 23</b>			
Overall Monitoring Report on Pension Fund to end of Dec 22: Churchill (Private Debt)	Yes		Met with JP Morgan – officer changed FM in error
2022 Valuation results	Yes		
Investment Strategy Statement Review	Yes		Not the ISS but investment strategy proposals
		Discussed and agreed the outline structure and content of Draft Climate Risk Policy	
		Agreed the Pensions Administration Budget 2023/24	Not scheduled will add to work plan
		Agreed Admission to the fund: Mears Group – Housing Repairs May Harris – cleaning Whybridge School Kindred FM – Cleaning Broadford School	Not possible to predict when new employers will join so won't be scheduled as part of the business plan

\*please note that previous business plan excluded this meeting due to earlier production of the report, in order to meet reporting requirements prior to the local election in May 22

**PENSION COMMITTEE MEETINGS 2022/23**

**ANNEX A**

<b>Date</b>	<b>Good Governance Framework category</b>		<b>Topic</b>	<b>Attended By</b>	<b>Duration of meeting</b>
15 Mar 22*	Governance	Service Delivery- Budgets	Agreed Pensions Administration Budget 2022/23 and noted changes to Service Level Agreement	Cllr John Crowder (Chair) Cllr Osman Dervish Cllr Stephanie Nunn	2 hours 10 minutes
	Governance	Service Delivery - Business Planning	Agreed the rolling 2022/23 – 2024/25 Business Plan/Annual Report on the work of the Pensions Committee and agreed additional resources for Pensions Administration		
	Investment	Monitoring of Investments	Noted the Pension Fund Performance Monitoring report for the quarter ending 31 December 22, received presentations from the Fund’s Bond Manager Royal London		
	Funding	Actuarial Valuations	Noted the results of Public Service Pension Act 2013 – Section 13 report for 2019 Fund Valuations		
26 Jul 22	Investment	Monitoring of Investments	Noted the Pension Fund Performance Monitoring Report for quarter ending March 22: received presentations from the Fund’s Currency Hedging Manager Russell	Cllr Mandy Anderson (Chair) Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes Cllr Matthew Stanton Derek Scott (Trade Union Rep)	2 hours 25 minutes
	Accounting	Annual Report & Accounts	Noted Pension Fund Accounts 2021/22		
	Investment	Responsible Investment	Agreed the next steps required for progressing with development of a Climate Risk Plan		
	Investment	Responsible Investment	Agreed Taskforce for Climate, related Financial Disclosures (TCFD) report for 31 March 22		

**PENSION COMMITTEE MEETINGS 2022/23**

**ANNEX A**

<b>Date</b>	<b>Good Governance Framework category</b>		<b>Topic</b>	<b>Attended By</b>	<b>Duration of meeting</b>
20 Sep 22	Investment	Monitoring of Investments	Noted the Pension Fund Performance Monitoring Report for quarter ending 30 June 22: received presentations from the Fund's Property Manager UBS	Cllr Mandy Anderson (Chair) Cllr Robert Benham Cllr Viddy Persaud Cllr Julie Wilkes Cllr Matthew Stanton	1 hour 25 minutes
	Investment	Responsible Investment	Agreed further steps required for progressing with development of a Climate Risk Plan		
8 Nov 22	Governance	Review of Effectiveness	Noted Annual review of Actuary & agreed contract extension to July 2025	Cllr Mandy Anderson (Chair) Cllr Robert Benham Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes Cllr Matthew Stanton Derek Scott (Trade Union Rep)	1 hour
	Governance	Policy Review	Agreed Governance Policy & Compliance Statement following review		
	Accounting	Annual Report & Accounts	Agreed the Pension Fund Annual Report 31 March 22		
	Governance	Breaches	Noted the results of Whistleblowing Annual Assessment and noted no possible breaches reported		
	Funding	Policy	Agreed the Draft Funding Strategy Statement 2022 for consultation		
13 Dec 22	Investment	Monitoring of Investments	Noted the Pension Fund Performance Monitoring Report for quarter ending 30 September 22: received presentations from the Fund's Infrastructure Manager Stafford	Cllr Mandy Anderson (Chair) Cllr Philip Ruck (Vice chair) Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes	1 hour 50 minutes
	Governance	Review of Effectiveness	Noted Annual review of Investment Consultant		
	Investment	Responsible Investment	Agreed further steps required for progressing with development of a Climate Risk Plan		
	Investment	Risk Management	Agreed updated Risk Register		

Page 42



**PENSION COMMITTEE MEETINGS 2022/23**

**ANNEX A**

<b>Date</b>	<b>Good Governance Framework category</b>		<b>Topic</b>	<b>Attended By</b>	<b>Duration of meeting</b>
	Accounting	Annual Report & Accounts	Noted Local Pension Board Annual Report 31 March 2022		
21 Mar 23	Investment	Monitoring of Investments	Noted the Pension Fund Performance Monitoring Report for quarter ending 31 December 2022: received presentations from the Fund's Infrastructure Manager JP Morgan	Cllr Mandy Anderson (Chair) Cllr Philip Ruck (Vice- Chair) Cllr Dilip Patel Cllr Viddy Persaud Cllr Julie Wilkes Cllr James Glass Derek Scott (Trade Union Rep)	2 hours 35 minutes
	Funding	Actuarial Valuations	Noted the 2022 Valuation results		
	Investment	Strategy Review	Agreed proposed changes to Investment Strategy		
	Investment	Responsible Investment	Discussed and agreed the outline structure and content of Draft Climate Risk Policy		
	Pension Administration	Processes	Agreed the continuation of the Policy for the overpayment of pensions following death		
	Governance	Service Delivery - Budgets	Agreed the Pensions Administration Budget 2023/24		
	Investment	Responsible Investment	Noted the Review of Voting & Engagement Activity for the year to June 22		
	Governance	Review of Effectiveness	Noted Service review of the Pension Fund Custodian for the year to September 2022		
	Funding	New Employer	Agreed Admission to the fund: Mears Group – Housing Repairs May Harris – cleaning Whybridge School Kindred FM – Cleaning Broadford School		

Page 43

- \*please note that previous business plan excluded this meeting due to earlier production of the report, in order to meet reporting requirements prior to the local election in May 22
- Three members constitute a quorum.
- Target dates for issuing agendas were met.

## **Pension Committee meetings 2023/24 and onwards**

To assist members to make effective decisions, the Business Plan sets out an indicative timetable for reports to be submitted to the committee which will cover cyclical reports, as shown in **Annex B**.

In addition to the annual cyclical work programme there are a number of key issues that are likely to be considered by the Pensions Committee in the coming year and beyond and will be added to the meeting cycle as appropriate and are set out below:

- Continued development of Climate Risk Policy – setting objectives, approach, implementation and monitoring/ reporting
- Task Force on Climate Related Financial Disclosures (TCFD) reporting compliance
- Implementation of the interim and long-term Investment Strategy
- Consider Local investment (ongoing considerations at present)
- Potential consideration of Private Equity investment (consider alongside local investment)
- London CIV Pooling progression/Continued consideration of transfer of assets to the London CIV (particularly Multi Asset Credit, Index linked assets)
- Equity portfolio review – including review of emerging market allocation and reflecting net-zero related commitments
- Climate related engagement
- Annual Governance review of London CIV
- Consideration of reallocating into Private Debt/Infrastructure close ended funds
- Planning for Hymans/SAB Good Governance guidance compliance - once guidance is issued
- Planning for TPR New Code of practice compliance once issued
- New training policy to reflect Good Governance and TPR compliance
- Administration issues i.e. ongoing work associated with the McCloud ruling – readiness for Pensions Dashboard
- New Employer admissions
- Covenant Risk Review
- SAB developments
- Consideration of LGPS Regulation changes and consequential policy, as applicable
- Topical issues discussed as appropriate
- Continued training and development

**KEY REPORTING DATES / INDICATIVE WORK PLAN 2023/24**

**ANNEX B**

	<b>25 JULY 2023</b>	<b>12 SEPTEMBER 2023</b>	<b>7 NOVEMBER 2023</b>	<b>12 DECEMBER 2023</b>	<b>19 MARCH 2024</b>
<b>Formal Committees with Members</b>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of Mar 23: LCIV (pooling manager)</li> <li>▪ Pension Fund Accounts 2022/23</li> <li>▪ Climate Risk Policy</li> <li>▪ ISS Update</li> <li>▪ Business Plan/Report on the work of the Pensions Committee 2022/23</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of Jun 23: Churchill (Private Debt)</li> <li>▪ Pension Fund Annual Report for 2022/23</li> <li>▪ Climate risk policy – implementation plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual review of Custodian</li> <li>▪ Annual review of Adviser</li> <li>▪ Annual review of Actuary</li> <li>▪ Review of Governance Policy</li> <li>▪ Whistleblowing Annual Assessment</li> <li>▪ Risk Register Review</li> <li>▪ Overpayment policy following Death</li> <li>▪ FSS review</li> <li>▪ Cash Policy Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of Sep 23: CBRE (Property)</li> <li>▪ Annual review of Fund Managers Voting &amp; Engagement</li> <li>▪ TCFD report 2022/23</li> <li>▪ Triennial mid-point valuation</li> <li>▪ Local Pension Board Annual Report 31 March 23</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of Dec 23: Permira (Private Debt)</li> <li>▪ Pensions Administration Budget 24/25</li> </ul>
<b>Training</b>	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

## KEY REPORTING DATES / WORK PLAN 2024/25

	JULY 2024	SEPTEMBER 2024	NOVEMBER 2024	DECEMBER 2024	MARCH 2025
<b>Formal Committees with Members</b>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of March 24: LGIM Passive Equities)</li> <li>▪ Business Plan/Report on the work of the Pensions Committee 2023/24</li> <li>▪ Pension Fund Accounts 2023/24</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of June 24 – Royal London (Bonds)</li> <li>▪ Pension Fund Annual Report for 2023/24</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual review of Custodian</li> <li>▪ Annual review of Adviser</li> <li>▪ Annual review of Actuary</li> <li>▪ Review of Governance Policy</li> <li>▪ Whistleblowing Annual Assessment</li> <li>▪ Risk Register Review</li> <li>▪ Overpayment policy following Death</li> <li>▪ Communications Strategy 2024 – 2027</li> <li>▪ Pension Fund charging Policy Review</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of September 24</li> <li>▪ Russell (Currency)</li> <li>▪ Annual review of Fund Managers Voting &amp; Engagement</li> <li>▪ TCFD report 2023/24</li> <li>▪ Local Pension Board Annual Report 31 March 24</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of December 24: UBS (Property).</li> <li>• Pensions Administration Budget 24/25</li> </ul>
<b>Training</b>	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

KEY REPORTING DATES / WORK PLAN 2025/26

	JULY 2025	SEPTEMBER 2025	NOVEMBER 2025	DECEMBER 2025	MARCH 2026
<b>Formal Committees with Members</b>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of March 25: Stafford (Infrastructure)</li> <li>▪ Business Plan/Report on the work of the Pensions Committee 2024/25</li> <li>▪ Pension Fund Accounts 2024/25</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of June 25 – Churchill (Private Debt) (Bonds)</li> <li>▪ Pension Fund Annual Report for 2024/25</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annual review of Custodian</li> <li>▪ Annual review of Adviser</li> <li>▪ Annual review of Actuary</li> <li>▪ Review of Governance Policy</li> <li>▪ Whistleblowing Annual Assessment</li> <li>▪ Risk Register Review</li> <li>▪ Pensions Administration Strategy Review</li> <li>▪ Overpayment policy following Death</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of September 25 CBRE (Property)</li> <li>▪ Annual review of Fund Managers Voting &amp; Engagement</li> <li>▪ TCFD report 2024/25</li> <li>▪ Local Pension Board Annual Report 31 March 25</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overall Monitoring Report on Pension Fund to end of December 25: LCIV (Asset Pooling)</li> <li>• Pensions Administration Budget 25/26</li> </ul>
<b>Training</b>	Associated Training	Associated Training	Associated Training	Associated Training	Associated Training

## PROVISION OF TRAINING

The Pensions Regulator (TPR) Code of Practice, which came into force on 1 April 2015, includes a requirement for members of the Pension Committee (PC) /Local Pension Board (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.

A joint training strategy for the PC/LPB 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 will be reviewed once guidance has been issued for the anticipated Good Governance Review and TPR New Code of Practice.

The PC 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 updated June 2021 Knowledge and Skills framework for committee members will be adopted as part of the training programme following the Local Borough elections in May 2022.

Page 48

As set out in the Councils constitution, committee procedure rules, a member appointed to the PC shall have received, or shall within six months of appointment receive, training appropriate to its membership. If a member does not undertake the required training within six months of appointment, then that member shall not partake in the decision making of the Committee until their training has been completed. 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.

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 PC. Associated training and development will be given when required which will be linked to the Pension Fund meeting cyclical coverage as shown in **Annex B.**

In addition to the cyclical training and development that the PC 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 PC meetings will be arranged from time to time to discuss matters as appropriate

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, newsletters and documentation, including briefing notes on the latest topical issues.

The Head of Pensions and Treasury, Projects and Contracts Manager, Pension Fund Manager (Finance) 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 onsource 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 2022/23 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 C**. Training will be recorded following the May 2022 elections to demonstrate continuous development and training during their full term of elected office on the PC.

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

The Fund has also subscribed to the LGPS Online Learning Academy (LOLA) Launched by our Actuaries (Hymans). This is an online platform designed to support the training needs of PC, LPB and Officers. The training is split into a number of modules covering the CIPFA Knowledge & Skills Framework and TPR's Code of Practice 14. Each module contains short 'video on demand' presentations of 20 minutes or less with supplemental learning materials and quizzes.

The Fund receives regular progress reports, allowing it to easily evidence member's development and progress as at 31 March 2023 can be seen in the table below:

<b>LOLA Modules Summary</b>						<b>Annex C</b>
<b>Name</b>	<b>Module 1 Introduction to the LGPS</b>	<b>Module 2 LGPS Governance &amp; Oversight Bodies</b>	<b>Module 3 Administration &amp; Fund Management</b>	<b>Module 4 Funding &amp; Actuarial Matters</b>	<b>Module 5 Investments</b>	<b>Module 6 Current Issues</b>
<b>Pensions Committee</b>						
Cllr Mandy Anderson	Complete	Complete	Complete	Complete	Complete	Complete
Cllr Robert Benham	In progress					
Cllr Dilip Patel	Complete	Complete				
Cllr Viddy Persaud	Complete	Complete	Complete	Complete	Complete	In progress
Cllr Philip Ruck	Complete	Complete	Complete	Complete	Complete	Complete
Cllr Matthew Stanton	Complete	Complete	Complete	Complete	Complete	Complete
Cllr Julie Wilkes	Complete	Complete	Complete	Complete	Complete	Complete
Cllr James Glass	Complete	Complete	Complete	Complete	Complete	Complete
Derek Scott	Complete	Complete	Complete	Complete	Complete	Complete
<b>Local Pensions Board</b>						
Andrew Frater	Complete	Complete	Complete	Complete	Complete	Complete
Denise Broom	In progress					
Dionne Weeks	Complete	In progress				
Joanne Sladden	Complete	Complete	In progress			
Mark Holder	Complete	Complete	Complete	Complete	Complete	
Yasmin Ramjohn	Complete	Complete	Complete	Complete		



**PENSION COMMITTEE TRAINING (May 2022 Election – 31 March 2023)**

**Annex C**

<b>Date</b>	<b>Good Governance/CIPFA Framework category</b>		<b>Topic</b>	<b>Attended By</b>	<b>Duration</b>
23 Jun 2022	Guidance	Training	Introduction to Pensions	Cllr Mandy Anderson (Chair)	1 hour
11 Jul 2022	Guidance	Training	LCIV Induction for new Pension Committee Chairs	Cllr Mandy Anderson (Chair)	1 hour
19 Jul 2022	Guidance	Training	New Pension Committee induction	Cllr Mandy Anderson (Chair) Cllr Dilip Patel Cllr Viddy Persaud Cllr Julie Wilkes Cllr Philip Ruck Cllr Matthew Stanton	1 hour 30 mins
5/6 Sept 2022	Investment	Strategy Implementation – Asset pooling	LCIV Annual Strategy Conference	Cllr Mandy Anderson (Chair) Derek Scott (Union Rep)	12 hours
20 Oct 2022	Guidance	Training	LGA Fundamentals Day 1	Cllr Mandy Anderson (Chair)	7 hours
10 Nov 2022	Guidance	Training	LGA Fundamentals Day 2	Cllr Mandy Anderson (Chair)	7 Hours
5 Dec 2022	Funding	Actuarial Valuations	2022 Valuation results	Cllr Julie Wilkes Cllr Viddy Persaud Derek Scott (Union Rep)	2 hours
15 Dec 2022	Guidance	Training	New member induction	Cllr James Glass	1 hour
19/20 Jan 2023	Guidance	Training	Local Government Conference 2023	Cllr Mandy Anderson (Chair) Derek Scott (Union Rep)	12 hours
6 Mar 2023	Investment	Responsible Investment	Education session on Climate Metrics	Cllr Mandy Anderson (Chair) Cllr Philip Ruck Cllr Viddy Persaud Cllr Stephanie Nunn Derek Scott (Union Rep)	1 hour

**PENSION COMMITTEE TRAINING (May 2022 Election – 31 March 2023)**

**Annex C**

Date	Good Governance/CIPFA Framework category	Topic	Attended By	Duration
<b>Plus Committee meeting attendance (Annex A):</b>				
15 Mar 22*			Cllr John Crowder (Chair) Cllr Osman Dervish Cllr Stephanie Nunn	2 hours 10 minutes
26 Jul 22			Cllr Mandy Anderson (Chair) Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes Cllr Matthew Stanton Derek Scott	2 hours 25 minutes
20 Sep 22			Cllr Mandy Anderson (Chair) Cllr Robert Benham Cllr Viddy Persaud Cllr Julie Wilkes Cllr Matthew Stanton	1 hour 25 minutes
8 Nov 22			Cllr Mandy Anderson (Chair) Cllr Robert Benham Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes Cllr Matthew Stanton Derek Scott	1 hour
13 Dec 22			Cllr Mandy Anderson (Chair) Cllr Philip Ruck (Vice chair) Cllr Viddy Persaud Cllr Dilip Patel Cllr Julie Wilkes	1 hour 50 minutes

**PENSION COMMITTEE TRAINING (May 2022 Election – 31 March 2023)**

				<b>Annex C</b>
<b>Date</b>	<b>Good Governance/CIPFA Framework category</b>	<b>Topic</b>	<b>Attended By</b>	<b>Duration</b>
21 Mar 23			Cllr Mandy Anderson (Chair) Cllr Philip Ruck (Vice- Chair) Cllr Dilip Patel Cllr Viddy Persaud Cllr Julie Wilkes Cllr James Glass Derek Scott	2 hours 35 minutes

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## **Overview and Scrutiny Board Annual Report 2022/2023**

### **CHAIRMAN'S FOREWORD**

I am pleased to give this short introduction to the summary of the Board's work during the 2022-2023 municipal year. Details are given below of elements of the Board's work this year including call-ins and budget scrutiny.

I would like to place on record my thanks to the other members of the Board and all the Council officers who have supported the Board's work this year. The annual reports of the respective Overview and Scrutiny Sub-Committees are attached to this report for information.

I commend this annual report and am pleased to submit it to full Council.

### **REMIT AND MEMBERSHIP OF THE COMMITTEE**

The Board has responsibility for hearing all requisitions ('call-ins') of Council decisions. The Board also leads on the pre-decision scrutiny of forthcoming Council plans and decisions.

The Overview and Scrutiny Board is also responsible for scrutiny of the following areas:

- Strategy and commissioning
- Partnerships with Business
- Customer access
- E-government and ICT
- Finance
- Human resources
- Asset Management
- Property resources
- Facilities Management
- Communications
- Democratic Services
- Social inclusion
- Councillor Call for Action

The Members who served on the Overview and Scrutiny Board during the year were:

Councillor Gerry O'Sullivan (Chairman)

Councillor Phil Ruck (Vice-Chairman)

Councillor Mandy Anderson

Councillor Sarah Edwards

Councillor Laurance Garrard

Councillor Martin Goode

Councillor Jackie McArdle

Councillor Tim Ryan

Councillor Christine Smith

Councillor Natasha Summers

Councillor David Taylor

Councillor Katharine Tumilty

Councillor Bryan Vincent

Councillor Damian White

## OVERVIEW AND SCRUTINY BOARD – REVIEW OF ACTIVITY, 2022/23 MUNICIPAL YEAR

### 1. Call-ins of Executive Decisions

In February, the Board considered a call-in (requisition) of the contract award authorisation for the extension and modification of Central Depot. The proposals were scrutinised by the Board with particular emphasis being given to the lack of costings in the original proposal. Whilst the call-in was not upheld, the Board did make a recommendation that all relevant information, particularly capital costs, should be available in future reports.

### 2. Finance and Budget Issues

The Board has, throughout the year, sought to undertake thorough scrutiny of the Council's financial position, particularly given the current challenging economic climate. In October, the Board discussed with officers reductions in funding from Central Government. It was also noted that increases in demand

for both Adults and Children's Social Care were putting pressure on the Council's finances.

Formal scrutiny of the Budget and Council Tax proposals was undertaken by the Board in February. Scrutiny discussions concerned the impact of the rise in the cost of living on many areas of the budget. Savings proposals in response to the Council's overspend and reductions in Central Government funding were also scrutinised.

The Board made a number of recommendations to Cabinet on the budget proposals covering areas such as housing contractor performance, social care spending and the use of earmarked reserves.

### 3. Emergency Planning and Resilience

The Board was advised that the Wennington fires in June 2022 had been the only major incident in the borough in the previous five years. The Board however conducted a detailed scrutiny of a number of areas including the nature of major incident exercises, notification of incidents to Members and opportunities for Member training in these areas.

### 4. Levels of Corporate Risk

A key focus of the Board's work throughout the year has been to scrutinise the level of risk to the Council and how this is managed. This has included scrutiny of the risk management process itself, the response and ongoing recovery work in relation to the Wennington fires and financial issues related to the Council's Joint Venture work. The Board also scrutinised the borough's level of cyber-resilience and risks to the Council of any shortfall in the availability of housing.

### 5. Resilience of Care Home Market

At its October meeting, the Board considered the available capacity of the care home market in Havering and mitigations to reduce the impact of provider failure. Difficulties for care home providers were also scrutinised including issues such as staff recruitment/retention, the National Living Wage and the risk of burnout or stress.

## 6. Parking Enforcement

The Board has begun to scrutinise areas related to the Parking Enforcement process including the reasons for successful challenging of some Penalty Notices and the risk of digital exclusion if residents are unable to use the app to pay for parking. This has resulted in the recent establishment of a task and finish group to scrutinise these issues in more detail.

## 7. Corporate Complaints Process

In March, the Board undertook scrutiny of the proposed new complaints policy which would be more consistent and easier to understand. Consideration was also given to waste collection complaints with scrutiny of the financial penalties levelled on the contractor and that a larger monitoring team would be introduced as part of the new contract.

### **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.

#### **Environmental and Climate Change Implications and Risks**

None – narrative report only.

### **BACKGROUND PAPERS**

None.



## **People Overview and Scrutiny Sub-Committee Annual Report 2022/2023**

### **CHAIRMAN'S FOREWORD**

I am pleased to give this short introduction to the summary of the Sub-Committee's work during the 2022-2023 municipal year. Details are given below of elements of the Sub-Committee's work this year including the first report from an Overview & Scrutiny Sub-Committee to the Council's Cabinet.

I would like to place on record my thanks to the other members of the Sub-Committee and all the Council officers who have supported the Sub-Committee's work this year.

I commend this annual report and am pleased to submit it to Full Council.

### **REMIT AND MEMBERSHIP OF THE COMMITTEE**

The Sub-Committee is responsible for scrutinising the Council's Adult and Children services, Education services, Crime and Disorder services and public health service to name a few.

The People Overview & Scrutiny Sub-Committee is also responsible for scrutiny of the following areas:

- Drug, Alcohol & sexual Services
- Health & Wellbeing
- Health Overview & Scrutiny
- Adult Care
- Learning and Physical Disabilities
- Employment & Skills
- Education
- Child Protection
- Youth Services
- Fostering & Adoption Services
- Education Traded Services
- Early Years Services
- Looked after Children
- Media
- Communications
- Advertising

- Corporate Events
- Bereavement & Registration Services
- Crime & Disorder

The Members who served on the People Overview & Scrutiny Sub-Committee during the year were:

Councillor Jason Frost (Chairman)

Councillor Frankie Walker (Vice-Chairman)

Councillor David Taylor

Councillor Christine Smith

Councillor Joshua Chapman

Councillor Ray Best

Councillor Jackie McArdle

Councillor Julie Wilkes

Councillor Bryan Vincent

Councillor Linda Hawthorn

Councillor Laurance Garrard

Councillor Pat Brown

Councillor Darren Wise

## PEOPLE OVERVIEW & SCRUTINY SUB-COMMITTEE – REVIEW OF ACTIVITY, 2022/23 MUNICIPAL YEAR

### 1. Adult and Children Services Complaints and Compliments

The Sub-Committee scrutinised the complaints and compliments the adult and children services. The Sub-Committee questioned officers over the number of and nature of the complaints and how they could be reduced in the next quarter and next year.

### 2. Topic Groups

The Members of the Sub-Committee formed various topic groups covering a wide range of topics, for example, SEND provisions for children and adults and school readiness. All topic group lead members gave updates throughout the year on their research and findings.

3. Policing numbers and incidents

The Sub-Committee asked for the Borough's new Chief Superintendent to present before the Sub-Committee the position of policing numbers within the borough. The Chief Supt presented the numbers and challenged facing the Borough's policing unit to which the Sub-Committee asked for a 6 month update and other policing reports have stemmed from that.

4. Healthwatch Havering

The Sub-Committee, as part of their Health meetings, received updates on various issues such COVID and disability support including their annual report.

5. Community Phlebotomy

At a meeting in September, the Sub-Committee received information and scrutinised the position of the community phlebotomy services and noted the changes to the service following the COVID-19 pandemic.

6. Health Issues

The Sub-Committee scrutinised various areas of health issues within Havering. It was explained to members that the access to Long Covid services was the best in Havering, reaching national and international news. Members also scrutinised enhanced access to primary care, GP access hubs, health inequalities, life expectancy and still births/ low birth rates.

7. The Corporate Parenting Panel

The Corporate Parenting Panel met on three occasions during the year, ended May 2023. One of the highlights of the year was the Children's Takeover session that took place in February with about fifteen Looked After Children presenting to Members and officers.

The Topic Groups supported by officers are currently still in place to scrutinise the implementation of the new Corporate Parenting Strategy. These groups focus on Education and Training, Health, Housing/Accommodation and Participation.

## **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 Board's work over the past year.

### **Environmental and Climate Change Implications and Risks**

None – narrative report only.

## **BACKGROUND PAPERS**

None.

## **Places Overview and Scrutiny Sub-Committee Annual Report 2022/2023**

### **INTRODUCTION**

This report is the annual report of the Sub-Committee, summarising the Sub-Committee's activities during its year of operation ended May 2023.

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.

### **TERMS OF REFERENCE**

The areas scrutinised by the Committee are:

- Housing & Accommodation Services
- Land & Property Services
- Planning
- Building Control
- Business Services
- Inward Investment
- Asset Management
- Property Services
- Facilities Management
- Sports
- Leisure
- Arts
- Music
- Libraries
- Heritage
- Parks & Open Space
- Highways
- Parking & Traffic
- Waste & Recycling
- Climate Change
- Transport & Infrastructure
- Public Protection & Licensing
- Emergency Planning
- Technical Services

## **SUB-COMMITTEE MEMBERSHIP**

Councillor David Taylor (Chairman)  
Councillor Katherine Tumilty (Vice-Chair)  
Councillor Osman Dervish  
Councillor Ray Best  
Councillor Jason Frost  
Councillor David Godwin  
Councillor Gerry O'Sullivan  
Councillor Natasha Summers  
Councillor Bryan Vincent  
Councillor Susan Ospreay  
Councillor Matt Stanton  
Councillor Brian Eagling  
Councillor Robert Benham (Chairman 2022-23)

## **REVIEW OF ACTIVITY**

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

### **EMERGENCY PLANNING & LAUNDERS LANE**

The Sub-Committee were presented with a report that captured the Corporate Emergency Planning involvement with the long standing Launderers Lane site issues. The report enabled Members to decide if they wished to undertake a more in depth scrutiny of the issues and seek other partners' perspectives and responsibilities.

Members discussed the situation, with a view to deciding that they wished to undertake further scrutiny work and it was decided that the scope they would like was to examine the issues of the report following more legal advice as well as more information on the cost and exposure/risks implications to the Council so further action could be decided thereafter.

### **HOUSING REPAIRS PERFORMANCE UPDATE**

The Sub-Committee were presented with a report that provided an update on the new Repair and Voids contract with Mears.

Members discussed the complaints and complaints statistics and it was agreed that both items be brought back to the Sub-Committee in a separate report.

It was also requested that the Housing MOT approach be brought back as a separate report to the Sub-Committee.

## **HOUSING RESIDENT SAFETY AND COMPLIANCE**

The Sub-Committee received a report that provided an update on the position of London Borough Havering Housing Services resident safety and compliance programmes against its statutory and regulatory duties.

It was explained that as agreed by Cabinet on the 16th February 2022 Places OSSC would be provided with a quarterly report on the Housing compliance performance as part of the internal governance approach and that performance was also scrutinised monthly by both the Compliance board and the Asset Management Steering Group.

Members noted that given the seriousness of resident safety all KPIs are set at 100%. After a significant programme of works the service has been able to complete most programmes and ensure the relevant evidence was in place to support this position.

## **UPDATE REPORT - COST OF LIVING CRISIS, THE AFTERMATH OF COVID 19 AND THE IMPACT ON HOUSING DEMAND**

The Sub-Committee were presented with a report that summarised what had been identified in previous briefings, on the impact COVID 19 had on homelessness demand. The report further outlined that it was imperative the Council continued to develop the service and provide as many pathways to appropriate and suitable accommodation as possible.

The Sub-Committee noted the significant pressures on Housing and its accommodation resources and were informed of the wider implications of housing and the impact on children and families.

## **PUBLIC REALM TRANSFORMATION**

The Sub-Committee were presented with a Cabinet report for pre-decision scrutiny for the Integrated Recycling, Waste Collection and Street Cleansing Contract to be awarded to the preferred bidder following a competitive tendering exercise.

The report outlined the procurement procedure and presented details of the stages conducted during the process to identify the preferred bidder for the new Integrated Recycling, Waste Collection and Street Cleansing Contract due to commence in July 2023.

Members agreed the recommendation to Cabinet to award the Integrated Recycling, Waste Collection and Street Cleansing Contract to the preferred bidder, subject to the statutory standstill period, for an initial term of eight years with the option to extend for up to a further eight years, by mutual agreement.

## **FAMILY HOMES POLICY**

At the request of Members, the Sub-Committee received a report that provided an overview of the Council's housing targets, supply and demand with a particular focus on larger family houses.

The report explored the policy requirements in relation to larger homes and how the Council was seeking to maximise their provision. The report also outlined the challenges in securing these types of homes through the planning process.

## **AN INTRODUCTION TO INFRASTRUCTURE PLANNING: S106 & CIL**

The Sub-Committee received a presentation on an introduction to Infrastructure Planning: Section 106 and the Community Infrastructure Levy Regulations.

The presentation outlined that the timely delivery of high-quality infrastructure was fundamental to supporting development and ensuring Havering is a great place to live, work, socialise and invest.

A summary of S106 Developer Contributions was provided, covering how its obligations were applied, what the contributions could be spent on, contributions received and what was available to spend. Details of the infrastructure Delivery Plan were also explained.

## **HOUSING RESIDENT SAFETY AND COMPLIANCE PERFORMANCE**

The Sub-Committee received an update report on the position of the Housing Services resident safety and compliance programmes against its statutory and regulatory duties.

## **DOMESTIC VEHICLE CROSSOVER POLICY**

The Sub-Committee received a report on the Domestic Vehicle Crossover Policy.

The report outlined that the implementation of a Domestic Vehicle Dropped Kerb Policy is aimed at ensuring that the Council takes a consistent approach to decision making when assessing applications for domestic vehicle crossings under the Highways Act 1980, which was mainly regarding public safety and the impact on the street environment.

Members comments were sought in shaping any further amendments to the Dropped Kerb Policy before it was finalised and an Executive Decision adopted.

## **PRE-DECISION SCRUTINY - CABINET FORWARD PLAN**

The forward plan was considered and Members highlighted the following to be added to the work programme. Some issues would be timetabled for consideration in the new municipal year.



- From Overview and Scrutiny Board, The Places Sub-Committee to be asked to scrutinise flood preparedness and the Wennington fire recovery
- Both People and Places OSSCs to be asked to review the multi-agency response to emergencies and seek assurance from other partners (Task and finish group based on this)
- Property Disposal in particular car parks
- Social value strategy - how it relates to this sub-committee
- School Street scheme (phase 3 expansion) – how it is working in current locations and possibility to deploy in other parts for the Borough
- Mercury Holdings Business Plans

## **TASK AND FINSH GROUP UPDATE**

### 1. Topic Groups

There is currently a task and finish group reviewing Stage 1 and 2 of the School Streets Scheme. The group provided updates throughout the year on the current position of its review.

## **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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## Armed Forces Champion Report 2022/23

The road to recovery from Covid, enabled us to once again show our respect in person to ex-service personnel, serving personnel and to the fallen. However, I must say even during the Covid days we still showed respect within the government guidelines.

We are very fortunate to have strong Royal British Legion Branches in Collier Row, Elm Park, Harold Wood, Hornchurch, Romford and Upminster. All these branches do excellent work for our veterans and their dependents and also take the lead in organising the Remembrance Sunday Parades across the borough. I must thank the Metropolitan Police who assisted and gave their services for road closures at the parades in 2022.



In December 2022 I was invited to the Romford Royal Navy Branch Christmas get together, which was an excellent evening ending in the Deputy Mayor, Councillor Stephanie Nunn conducting the Romford Royal British Legion Band, which she did very well as was confirmed by Councillor Osman Dervish.

I was very honoured this year to be asked to be a President of the Hornchurch and Upminster Sea Cadets, and attended the Awards Evening in December. I was also present when Area Officer Commander James Nisbet made an official visit and inspection and I must say he was very impressed.



Hornchurch and Upminster Sea Cadets Presentation Evening December 2022



On the 11<sup>th</sup> May 2023 I attended The Reserve Forces Cadets' Association for Greater London Lord-Lieutenant's Award Ceremony. I was pleased to see one of our own from Havering, SI Adam Thorne, 45 Cadet Detachment ACF (Romford). Adam was presented with the GL RFCA Award to the Most Outstanding Army Cadet Force Detachment in 2022, I am sure we will see more of Adam going forward.

SI Adam Thorne and Councillor Barry Mugglestone

On Monday 19<sup>th</sup> June 2023 we had the Armed Forces Day flag raising, and of course in true London Borough of Havering tradition we paid tribute to our serving forces personnel.



Cllr Barry Mugglestone, Mayor, Superintendent Simon Hutchinson, Nick Bracken, OBE, DL Armed Forces Day Parade was held on Saturday 24<sup>th</sup> June and it was so good to see all the cadets and youth organisations being part of the parade, with some large groups involved, the parade was led by the Romford Royal British Legion Band.

Help for Heroes is leading on reducing veteran suicides, and sadly we lost a Havering ex-service man who we had tried to support. On a brighter note we must thank Councillor Trevor Mckeever who was the mayor in 2022/23 and chose to raise money for a PTSD organisation which supports veterans and service personnel and thanks must also go to a Havering lad Gary Hayes who is a leading light in raising the profile of this organisation and funds to support veterans.



Special thanks to all the Standard Bearers who turn up at different events and most importantly when requested to attend funeral services for ex-service personnel.

In the photo the standards are at Saint Nicholas Church for the King's Coronation service.

Thanks also to all the faith groups who help on and around Remembrance Sunday.

One of my aims in 2022/23 was to look at our Armed Forces Covenant to make sure we are delivering for our armed forces. I would like to thank Michael Paul Murray, Armed Forces Champion East London who I have met virtually and spoken to on several occasions. He is working with us and the Director of Adult Services Barbara Nicholls, between us we hope to re-sign the covenant later this year.

Sadly, for the last few years we have not had a Mayor's cadet and I will be championing this going forward, asking the future mayors to look for a cadet representing any of the services including the Police, Fire and Ambulance services.



Councillor Barry Mugglestone with Royal Marine Cadets

Going forward I will be seeking to attend more cadet units, I strongly believe being involved in a youth service organisation gives an individual good discipline, team spirit and

confidence to achieve their potential. Being a member of an organisation gives young people an advantage as they progress into adulthood. Thanks goes to all the adult volunteers for their work with and in support of these youngsters.

Councillor Barry Mugglestone

Armed Forces Champion

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## ANNUAL REPORT OF THE MEMBER CHAMPION FOR EQUALITIES AND DIVERSITY

My name is Cllr Kathy Tumilty. I am one of three Councillors within Gooshays Ward. I was elected in May 2022. I therefore have recently just started my 2nd year as a ward Councillor. I am also the vice chair of the Places Overview and Scrutiny Sub-Committee, a member of the Overview and Scrutiny Board and chair of the Standing Advisory Council for Religious Education (SACRE).

I was selected as the Havering Diversity and Equality champion in May 2022 and am honoured to be re-elected into the role for the period May 2023 to May 2024. This second year will enable an opportunity for the identified findings/actions from my first year to be further explored and progressed.

When considering Diversity and Equality we also need to include Inclusion and Accessibility. This is a required action within government and local policies as well as from the learning and actions identified from the LGA independent READI report.

Havering council has a zero-tolerance pledge. The pledge was signed in 2022 by all the councillors and includes 'to uphold a zero tolerance to racism and discrimination of any kind, calling out bad behaviours or practice that fall short of this'.

My aims and priorities within my first year as champion included:

- Championing diversity, equality, and inclusion within Havering.
- To clarify the support available to all Havering residents, especially the most vulnerable.
- To meet with residents and group/service coordinators to have a greater insight into the effectiveness of the provided support as well as the gaps.
- To consider the mechanisms/effectiveness of inclusiveness.
- Learning/next steps.

Equality, Diversity, and Inclusion have been considered within the committees I am part of. Although not by any means an exhaustive list, some examples have included:

- Discussions held around implementation of wheelie bins, which included consideration of the elderly.
- Parking machines for those unable to use an app has been a cross-party approach.
- SACRE has considered faiths in schools and has started a scoping exercise on the ease and challenges to locate information from school websites. Working with the schools if needed will support those residents who find digital working challenging.
- Highlighting the voices of children in care who have asked that they are provided with prayer/reflection space within their school settings within Havering.

The census completed in 2021 highlights that 75.3% of Havering residents identified as White, 10.7% as Asian or Asian British/Welsh, 8.2% Black, Black British/Welsh, Caribbean, or African categories and 3.7% mixed/multiple categories. The non-White population within Havering has increased since the last census completed in 2011. There have been a number of racial incidents across Havering and these present as being challenged by senior officers. I and another Councillor for example addressed an issue of racial graffiti on bus stops. TFL, SNT and Havering senior officers addressed the removal swiftly. We also cleaned off the graffiti ourselves on two occasions to ensure others would not be impacted by it.

I have been fortunate to have spent time with senior officers to go through the findings of the READI report and to look at how the learning and training can be assimilated into all roles within the Council. This includes cascading additional training to councillors. I was therefore part of a scoping meeting to consider a Councillor training programme to ensure it is meaningful, relevant, and worthwhile, which includes diversity, equality and inclusion. Although not fully concluded, it is being progressed. Diversity, equality, and inclusion training was held in May 2022 for all councillors and further on-going training will be progressed.

I have also met with officers and council workers as part of the women's forum in October 2022. This was a successful event held at the Town hall. Council workers at

the event advised that since the building refurbishments started at the Town Hall there has no longer been any space for a prayer room. This request was subsequently escalated.

Due to a prior engagement, I sadly was unable to give a requested talk at the BME community culture celebration held in October 2022. It had been hoped I could share with the BME forum the role/purpose of the equality, diversity and inclusion champion. I hope to be invited again this year. It was very disappointing that the Black history flag raising in October 2022 could not occur due to the flag being delayed. I am pleased however that an event at the Town Hall still took place.

I attended the LGBTQ+ progress flag ceremony in July 2022 at the town hall and felt very honoured to have the opportunity to be part of London Pride in July 2022 with four other councillors. This was a wonderful day especially to be able to see Havering residents and workers who were present alongside Havering looked after children.

I have been fortunate to see in action the impact of community groups across Havering. There are many I am yet to meet with, so this report only highlights a few and I look forward to meeting others. All the groups spoken to have advised strongly that the cost of living crisis has impacted on their members and changed how their support is being provided/funded. MIND for example provided examples of high increases to their helpline services due to emotional/mental health impact of debt. Services such as CAMHS have long waiting lists and children are also experiencing increased anxiety which includes emotionally based school avoidance. I have spoken with (and signposted) residents to national services such as MIND who run 6-week parent support groups and Young Minds who provide support for parents and children. Havering SEND also continue to provide invaluable support for children and their families who have additional needs.

The many food banks across Havering have highlighted increased numbers and financial challenges in having sufficient food supplies. Many churches and community halls have opened for additional hours/days to provide warm banks to help those in need. These services are increasing to meet the needs. This is evidencing support being fluid to meet the changing demands which is positive. Feedback is that residents who attend feel supported and included by services but often they do not know of the groups or how to access them. Only one complaint was provided, which was a disabled resident where there was limited access in a food bank for the wheelchair, which was swiftly addressed.

Lifeline community projects are providing a number of activities to support the local community. These include improv drama sessions for children aged 10-14 to build their confidence and self-esteem and coffee and chat mornings to help bring the local communities together to discuss and support each other.

NHS and Havering Core20plus5 is a group to ensure the voices of residents with healthcare needs are heard. Groups have included a maternity focus group, resident focus group, men's focus group, regeneration focus group and mental health focus group. Core20plus5 have also joined with Havering Changing for events.

The over 50's forum identifies a number of support services and groups for the over 50's. These interventions will be covered within the over 50's champion report.

Havering over the last year has embraced community events such as the jubilee celebrations. These have enabled participation and inclusivity of the community.

I have engaged with the House of Polish and European Community (HPEC) who are completing brilliant work supporting residents around immigration, community support/integration and mental health/wellbeing support. I have met with HASWA who are based in Elm Park. They provide a number of activities for the elderly Asian community in Havering including chair yoga and goldies sing and smile.

Havering Faith Forum play a large part in the integration of different faiths within Havering. They meet regularly as a group of 5 different faiths to consider core topics and how the faiths can have unity. The group helps educate and change perceptions of religion. The Salvation Army supports the faith forum. St Francis Hospice also held a session on different faiths and cancer.

Several events have been held by the Havering Faith Forum such as the annual interfaith cricket match. There were many events over the last 12 months which celebrated religions or traditions such as Chinese New Year even in the market, Diwali and at Easter the Faith Forum was part of an exhibition with other faiths with art being the topic of 'new beginnings'. Havering has also facilitated events such as the Holocaust Remembrance Day. The Faith Forum has been pivotal in enhancing faith awareness including a training session on Islamophobia.

I have worked closely with the Parks Team to consider how the parks can be accessible for disabled residents. To support this initiative, the following information has been provided:

Regarding equality and diversity, parks and spaces in Havering always strive to make parks accessible through:

- Step free access throughout.
- Good quality Paths.
- Accessible equipment in playgrounds such as flush roundabouts or accessible chairs on swings.
- Where car parks are available, there will also be a number of disabled parking bays.
- Simple changes in place such as improving sight lines across the site can improve accessibility and the feeling of safety on site.

Our green flag parks are judged on specific criteria including accessibility and the same ethos is maintained in the parks that are not green flag rated.

Recent path improvements have been made in Bridport Avenue and Havering Country Park. As part of the national highways designated funds running until 2025, the Parks Team have submitted several bids to improve current pathways. They also are using the funding to install new accessible pathways in the parks listed below:

Dagnam Park

Central Park

Lawns Park

Bedfords Park

Raphael Park

Harold Wood Park

Cottons Park

Collier Row Rec

Duck Wood

When considering diversity, equality, and inclusion, I am aware of pockets of the Borough where women do not feel safe to go to alone. I alongside other councillors have worked with local SNT Police to complete Walk and talk sessions for residents to take officers to areas of concerns. Sessions have also been arranged in a local library. These have been positive however numbers have been low due to people not being aware of these opportunities.

A reoccurring blockage theme has been communication. Communicating the available support to the residents of Havering and to those that need support remains inconsistent. From the people I have spoken to/liased with, there is a clear gap in how information can be shared/accessed. The consultation seeking people's views was very positively responded to. Online and paper versions were provided as well as face to face sessions. This enabled an opportunity for all residents to contribute.

On reflection, I recognise that my first year has been more of a learning role. The majority of my time has been spent seeking an understanding of the demographics of Havering as well as beginning to scope the number of community, voluntary, charitable, and religious groups in the Borough. This work has started but remains on-going.

Once I have a more conclusive update of available resources, I can move into the process of ascertaining what the core themes are regarding engagement and focus on the posed blockages as well as the strengths. Although I am disappointed to not have fully addressed my full set aims for the year, I do feel progression has been made. This report is not as detailed as I would have hoped to share but it does give examples of some the interventions and services available, and I hope enables enhancement of the identified gaps. I have focused this year in looking at ways to

enable blockages to be addressed. Having monthly Housing repair sessions with Housing officers and Mears in one Ward and open repair days in another ward has enabled progression of issues for residents who are unable to manage the processes of contacting Housing directly. I am also working with another Councillor to enhance face to face support sessions with the DWP for residents with additional needs, disabilities and the elderly.

I have found the champion role helpful to learn more about the time and dedication people are readily giving to facilitate groups, fund raising and providing support to those who need it. I applaud their work and achievements. I endeavoured this year to ensure I represented myself ethically and professionally as the diversity, equality and inclusion champion and look forward to continuing the role. I will continue to promote that equality is not about treating people equally but providing the required support and intervention to achieve.

My aims for 2022/23 remain the same for 23/24:

- Championing diversity, equality, and inclusion within Havering.
- To clarify the support available to all Havering residents, especially the most vulnerable.
- To meet with residents and group/service coordinators to have a greater insight into the effectiveness of the provided support as well as the gaps.
- To consider the mechanisms/effectiveness of inclusiveness.
- Learning/next steps.

Cllr Katharine Tumilty

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**Haverling**  
LONDON BOROUGH

COUNCIL CHAMPION FOR  
OVER 50S

ANNUAL REPORT

COUNCILLOR

MANDY ANDERSON 2022-2023

# TABLE OF CONTENTS

## Contents

Councillor Introduction _____	1
Champion for Over 50s Policy _____	2
Committee Engagement _____	3
Closing Message _____	6
Contact Information _____	8
Upcoming Events _____	8

# COUNCILLOR INTRODUCTION

## Councillor Introduction

As a newly elected Council Member in May 2022, it was an honour to be able to take up the role of Over 50s Champion. This happened at a time of change within the Council Administration and being faced with several new roles at once, representing the Over 50s has been a thread through so much of my experience in this first year.

With a professional background in education, I embraced the remit of Over 50s Champion as an invaluable learning opportunity. I greatly appreciate the guidance, support and advice that so many people have freely and enthusiastically offered. This will certainly enable me to further develop my representation of the role and within the Council this coming year.

As a 'younger' representative of the Over 50s group, I've been proactive, curious and at times tenacious in finding out about key concerns, issues and opportunities that the older population of Havering are presented with. I have been able to enhance my own understanding of the challenges faced and how those are best approached in a positive way by working together within the Council and community.

## Champion for Over 50s Policy

- We should expect to be able to age well in Havering.
- During the budget setting process, it was clear a large number who responded to the public consultation represented the 'Over 50' age group. 42% of the total responses came from those aged 55 – 74. This is a significant number of people.
- Being an active participant in events, consultations and discussion forums across the year has kept my focus clear not just on Council policies and strategies, but more importantly striving to attain tangible outcomes that make a real difference to the lives of older residents and their families.
- I have been able to represent the Over 50s in debates and make recommendations on policies, services and agencies that affect them most, such as Social and Health Care and Policing. This has not been at all easy in the current financial climate.
- I will continue to keenly represent as Over 50s Champion where I can.

## Community Engagement

### COMMUNITY WELLBEING

- Havering continues to have one of the largest older populations in London and this is reflected in the casework I receive. Older people that I meet are always at the forefront of my mind when considering barriers and obstacles that can sometimes be presented to them.
- I have encouraged many older residents I speak with to become more active and vocal within their local community-led events. There are a large number of groups active across Havering that are invaluable to the Over 50s. Those I have been fortunate to meet and learn from include Di's Diamonds, Diamond Geezers, Age UK, Digital Champions, Health Champions, Local Area Co-ordinators, Peabody Trust, the Communi-Tea Project and Community Health Connectors. This also included working with and for Citizens Advice Havering to ensure they continued to receive funding to support those who are most in need, many of them from our older age groups. This is not an exhaustive list by any means and with apologies to those I've not listed, I give my thanks to Havering Dementia Action Alliance for the production of their Pocket Telephone Directory that lists so many great organisations that are there to help and support.
- Wherever I can, I will promote and raise awareness of events, share news and give updates from the Council. I advocate relentlessly for support where needed with accessibility and engagement, especially when getting information from the Council or trying to contact services. This is especially important for those residents who are not able to utilise online methods and those less able or comfortable with using the various IT systems that are becoming so prevalent in daily life.
- In the Over 50s Champion role this coming year, I will support older residents who are challenged by the current cost of living crisis. I will continue to work hard to

# COMMUNITY ENGAGEMENT

represent those who need our very best care and consideration, campaigning and lobbying for better provision in our Council, NHS and Police services.

- I also hope to encourage those that would like to renew skills to continue or change how they work as they grow older and will be working closely with the DWP on this.

## MOTIVATION AND EMPOWERMENT

- It is worrying that loneliness, isolation, depression and other mental health issues have increased within our older population. Enabling the success and wellbeing of others and helping people to feel they are understood in challenging situations is a key motivational factor in the way I approach my work as a Councillor.
- In the role of Over 50s Champion, being open and approachable goes a long way in getting to the heart of a problem very quickly. With this in mind, I have ensured I am available to contact by telephone or email with a prompt response. I make myself available before and after events, even if only for a chat. That is sometimes just enough to change the day for someone who has been struggling.
- By promoting regular advice surgeries and when out and about in the community, I encourage residents that I have helped to let their older neighbours and family members know that I am here to help if I can. I may not have all the answers but I know some things and I know other people. I will ask questions on behalf of those who don't always feel able to manage alone or know where to turn. Some older residents I meet are overwhelmed by the many hoops and obstacles that can be perceived to be insurmountable. If I am able to alleviate anxiety, worry or offer reassurance, I am always happy to do so.

## EQUALITIES AND DIVERSITY

- In reviewing the existing and emerging picture of what our Over 50s population looks like now and how that will change in the future, the Council can better

consider what services and support will be most needed. Within the Over 50s group of residents, there is a wide spectrum illustrating the differing needs of our Havering demographic. By working closely with the Equalities and Diversities Champion and Champion for Young People, we can continue to build a shared understanding of our growing community.

## Events

- It was a great pleasure to attend the Over 50s Forum Garden Party last summer and spend time with the Chelsea Pensioners that attended. Unfortunately, the Garden Party cannot be held this year and this is in part due to the Over 50s Forum Board Members who organize such events, themselves aging and looking to reduce the demands on their time as they take a well-deserved rest or retirement.
- I am very keen that both the Forum meetings and the associated events can continue to be such an active and informative feature of our Havering community and encourage more people to join the group to maintain the energy and momentum that has been created.

# CLOSING MESSAGE

## Closing Message

I'd like to thank the many residents across Havering that have taken time to speak with me and offered advice. That very much supported my efforts throughout this year of development and learning as a new Councillor and Over 50s Champion. I am privileged that I am entrusted to help with worries, fears and personal issues, especially in older people. I have learned a lot while still doing my best to support and represent your voices to improve the quality of Over 50s life in Havering.

Thank you to Cliff and Jean Reynolds and all at the Over 50s Forum who continue to represent, support and push forward for our older residents. I have felt very welcomed in the group and I'd like to especially mention Councillor Christine Smith, who has been so supportive.

My Labour Group colleagues have helped me in this role with their enthusiasm, endless encouragement and supporting me when I've felt challenged by the task at hand. I thank them for keeping me focused and realistic on what can be achieved in the current circumstances.

I will continue to advocate for and support the NHS Community Connectors Volunteers and thank Kelly McBride and all involved with this programme for their outstanding efforts encouraging people to help each other live healthier and more fulfilling lives, especially as they grow older.

The Harold Hill and Rainham Foodbanks are seriously stretched and I ask that they are supported to continue helping the increasingly worrying number of clients that they are seeing, including many elderly residents.

I am a trustee of the Communi-tea Project, a charitable organization that aims to combat isolation and loneliness in older people. I hope to support them further in this coming year to raise funds so the terrific work they do can reach many more people.



# CLOSING MESSAGE

In closing, I hope to build on the positive relationships I have formed with the many special, dedicated and committed people who strive within their jobs or voluntary activity to support the Over 50s. These all come together to form such a rich, vibrant and 'young at heart' community - something to nurture, guard and treasure.

# CONTACT INFORMATION

## Contact Information

Councillor Mandy Anderson

E-mail: [councillormandy.anderson@haverling.gov.uk](mailto:councillormandy.anderson@haverling.gov.uk)

Tel: 07823 757215



## Upcoming Events

The Over 50s Forum meets at the Town Hall every 2<sup>nd</sup> Tuesday of the month at the Town Hall. I continue to be available at regular Heaton Ward and Harold Hill advice surgeries. I will aim to attend as many community events that are related to the needs and interests of the Over 50s as they arise in the coming year. I look forward to meeting many more residents there.



FULL COUNCIL, Wednesday 12<sup>th</sup> July 2023

## MEMBERS' QUESTIONS

### Litter in Thurloe Gardens

- 1) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Judith Holt**

Please could you advise what plans are in place to overhaul the bushes and planters in the stretch of the ring-road along Thurloe Gardens, Romford, which are currently full of bottles and weeds?

### Timescale for Members' Enquiries

- 2) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Martin Goode**

Can the Cabinet Member please confirm what the service levels are for officers dealing with Members' enquiries and for dealing with Road/Pavements defects once they have been reported to officers?

### Public Footpaths in St Alban's Ward

- 3) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Judith Holt**

Public Footpath 157, which runs behind Park Lane and Douglas Road, Hornchurch, is regularly overgrown with foliage and poorly lit. Please could you advise what plans are in place to make the Public Footpaths 133, 156 and 157 in St. Alban's Ward cleaner and safer?

### Kings Park Estate, Harold Wood

- 4) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Martin Goode**

Can the Cabinet Member please confirm the date when all the remaining parts of the King's Park Estate become fully adopted by Havering Council and when will the subsequent parking scheme be implemented?

### Member Enquiries

- 5) **To the Leader of the Council (Councillor Ray Morgon)**  
**From Councillor Christine Smith**

Can the Administration please explain why officers' response times to members' inquiries is now regularly exceeding the corporate response target of 15 working days?

### **Biodiversity Net Gain in Planning**

- 6) **To the Cabinet Member for Development & Regeneration (Councillor Graham Williamson)**  
**From Councillor Jason Frost**

From November 2023, planning permissions granted in England (with the exception of some small sites) will have to deliver a Biodiversity Diversity Net Gain (BNG) of at least 10%. Can the Administration confirm that the Havering Planning Service is sufficiently aware of its obligations with regard to the delivery of this new nationally mandated requirement?

### **Supported Accommodation Providers for Looked After Young People**

- 7) **To the Cabinet Member for Children & Young People (Councillor Oscar Ford)**  
**From Councillor Jason Frost**

As of October, this year, all supported accommodation providers for looked after 16 and 17 year olds will be required to register with Ofsted and meet new quality standards. What actions is this Administration taking to ensure that all Borough-based providers adhere to these new nationally mandated requirements?

### **Homelessness in the Borough**

- 8) **To the Cabinet Member for Housing (Councillor Paul McGeary)**  
**From Councillor Tim Ryan**

Could the Administration please outline what it is doing to combat the rise of homelessness across the Borough?

### **Municipal Planting**

- 9) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Ray Best**

Given a disappointing lack of floral display by the Council at the recent Coronation, will this Administration commit to returning the floral crowns to the various Borough communities this coming planting season?

### **Parking Permit Costs**

- 10) **To the Cabinet Member for Environment Councillor Barry Mugglestone)**  
**From Councillor David Taylor**

Has the Administration completed its investigation into the parking permit price rises? If so, when will they release the report's findings to the chamber and public for further scrutiny?

### Street Cleaning in Romford Town Centre

11) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Nisha Patel**

The new street cleaning arrangements have Romford town centre cleaners finishing at 6pm. With the market still packing down at this time, and large amounts of litter being present until 9pm on a regular basis, will the Administration commit to a later finish for town centre cleaning?

### IBIS Hotel

12) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Keith Prince**

Will the council require the IBIS Styles to register as an HMO, as it is being used for long term accommodation?

### Parking App

13) **To the Cabinet Member for Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor Viddy Persaud**

How many parking spaces will be become pay-by-app only, in Havering, under current plans?

### Romford Car Parks

14) **To the Leader of the Council (Councillor Ray Morgon )**  
**From Councillor David Taylor**

The recent consultation, on selling Romford's car parks, went below the radar. There was no public announcement, no letters to residents and businesses, and no email to ward councillors. The consultation was only published as a 'legal notice' in the Romford Recorder.

Given this Administration's claim to wanting to work with Ward Councillors and to engage the public, will the administration commit to a more visible, public, consultation before Cabinet vote on the matter?

### Leaseholders Consultation

15) **To the Cabinet Member for Housing (Councillor Paul McGeary)**  
**From Councillor Dilip Patel**

Havering Council wrote to Leaseholders on 15th June, inviting them to a new Leaseholder Forum. Letters have been landing as late as 23rd June, by which time the event was already fully booked

Will the Council commit to opening up further dates, to ensure as many residents have a chance to contribute as possible?

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## COUNCIL, 12 JULY 2023, MOTIONS

### **E-SCOOTERS**

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

This Council opposes the use of E-Scooters and motorised scooters on our borough's roads, pavements and parks; and calls upon the current administration to enforce illegal usage and issue fixed penalty notices, following recent successes of other London boroughs.

#### **Amendment on behalf of the Havering Residents Association Group**

Council notes that under the current law, it is illegal to ride an E-scooter and motorised scooter on public land, unless the E-Scooter is part of an authorised trial. There is no such trial approved in Havering, so this Council supports the Police who are the only authority able to enforce the law.

### **PRICE PER MILE CONSULTATION**

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

This Council calls on all Group leaders to make representations against the Mayor of London's/TfL proposed introduction of charging London motorists a fee per mile on the grounds that this additional motorist tax would disproportionately affect those on low incomes along with small businesses and charities.

#### **Amendment on behalf of the Havering Residents Association Group**

This Council is aware that Parliament and the Transport of London have considered a single road user charging scheme such as Pay Per Mile, but to date, have not put any firm proposals forward for public consultation, but if and when they do so, this Council will respond mindful of the impact it would have on our residents and others.

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