



## COUNCIL MEETING

**7.30 pm Wednesday, 17 January 2024**  
**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.**

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

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



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

**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:-

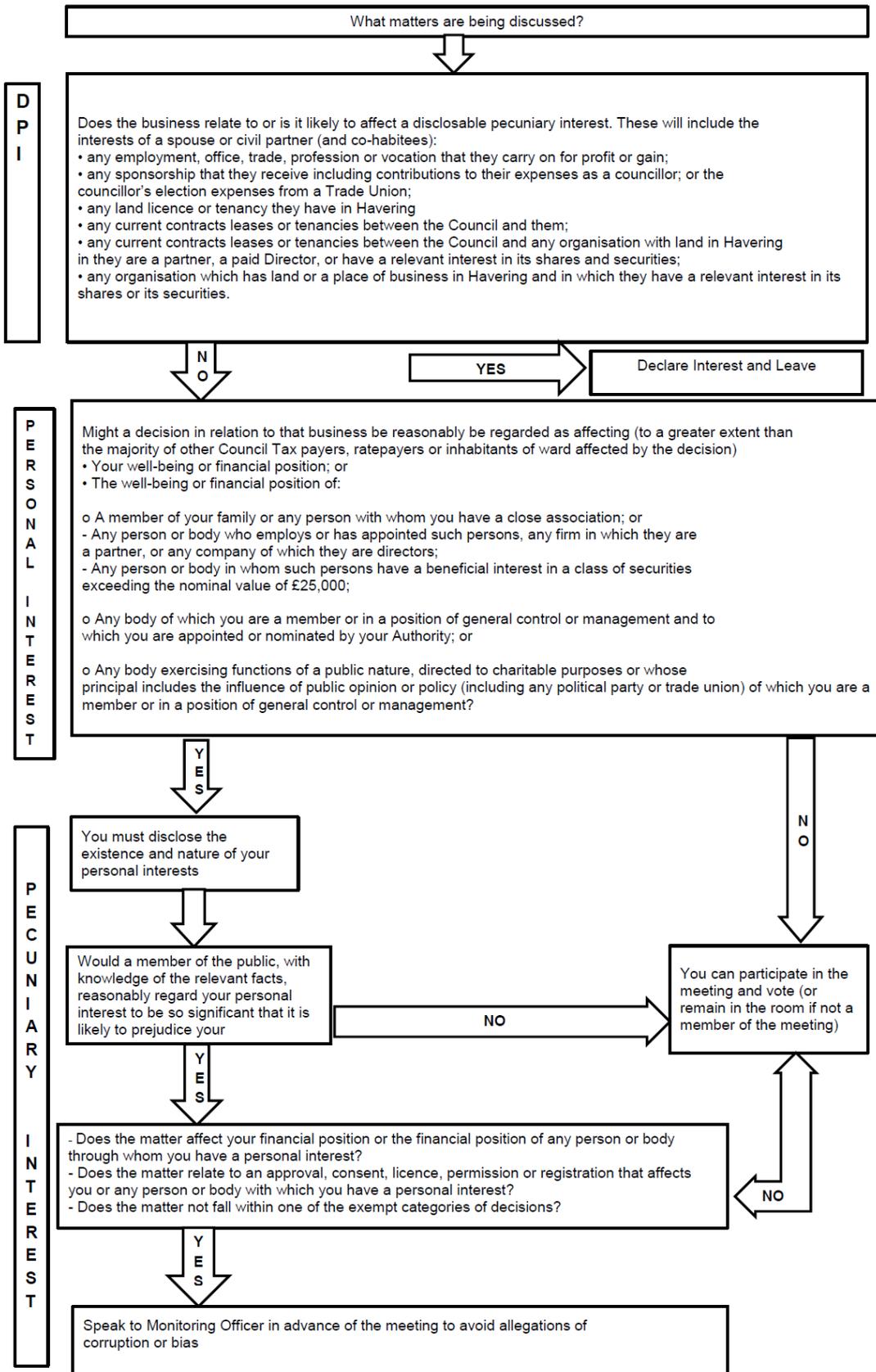
- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing,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

To receive apologies for absence (if any).

**3 MINUTES** (Pages 7 - 26)

To sign as a true record the minutes of the Meeting of the Council held on 22 November 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 (if any).

**6 PETITIONS**

Notice of intention to present a petition has been received from Councillors Keith Darvill, James Glass, Jane Keane and Brian Eagling.

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

**7 RECOMMENDATIONS AND REPORTS** (Pages 27 - 34)

**NOTE: The deadline for amendments and questions on reports is midnight, Monday 15 January 2024.**

- A. To consider the report of the Governance Committee on Appointments to Outside Organisations 2023/24 (attached);

**Council, 17 January 2024 - Agenda**

**8 MEMBERS' QUESTIONS** (Pages 35 - 38)

Attached.

**9 MOTIONS FOR DEBATE** (Pages 39 - 40)

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 22 November 2023 (7.30 - 9.54 pm)

**Present:** The Mayor (Councillor Stephanie Nunn) in the Chair

**Councillors** Councillors Mandy Anderson, Robert Benham, Patricia Brown, Joshua Chapman, John Crowder, Philippa Crowder, Keith Darvill, Brian Eagling, Sarah Edwards, Gillian Ford, Oscar Ford, Jason Frost, Laurance Garrard, James Glass, David Godwin, Martin Goode, Judith Holt, Jane Keane, Paul McGeary, Paul Middleton, Robby Misir, Ray Morgon, Barry Mugglestone, Gerry O'Sullivan, 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, Jacqueline Williams, Darren Wise and John Wood

Three 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.

The Mayor's Official Chaplain – Reverend Amanda Keighley opened the meeting with prayers.

The meeting closed with the singing of the National Anthem.

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

Apologies for absence were received from Councillors Ray Best, Osman Dervish, Jacqui McArdle, Trevor McKeever, Susan Ospreay and Damian White.

### 36 **MINUTES (agenda item 3)**

It was noted that Councillor Tyler was present at the meeting on 30 August 2023.

The minutes of the meetings held on 30 August and 6 September were otherwise **AGREED** as a correct record and signed by the Mayor.

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

There were no disclosures of interest.

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

The Mayor thanked those who had assisted with her Civic Service and Parade at St Nicholas Church, Elm Park, with particular thanks expressed to Councillor Mugglestone and the Reverend Amanda Keighley.

The Mayor would also be holding a Civic Carols and Readings Service at St Nicholas Church, Elm Park on Sunday 10 December at 6.30 pm.

The Mayor also recorded her thanks to all those who had supported her fundraising efforts for First Step.

39 **PETITIONS (agenda item 6)**

The following petitions were received:

From Councillor Judith Holt re a request for the introduction of 30 minutes free parking in Park Lane, Hornchurch.

From Councillor Judith Holt requesting the retention of 30 minutes free parking in car parks in residential areas of Romford.

40 **2023/24 TREASURY MANAGEMENT MID-YEAR REPORT (agenda item 7)**

A report of the Audit Committee gave a mid-year update on treasury managed investments and borrowings and the associated monitoring and control of risk. The report was presented to Council for noting in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management code.

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

**That the treasury management activities to August 2023 as detailed in the report be noted.**

41 **TREASURY MANAGEMENT ANNUAL REPORT (agenda item 8)**

A report of Audit Committee covered the delivery of the Treasury Management Strategy statement in 2022/23. The report covered activity on

treasury managed investments and borrowings and the associated monitoring and control.

The report was presented to Council for noting as required by under the relevant codes of the Chartered Institute of Public Finance and Accountancy.

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

**That the Annual Treasury Management Report 2022/23 be noted.**

42 **EXEMPTIONS FROM CALL-IN (agenda item 9)**

A report of the Chief Executive detailed key decisions for which an exemption from the call-in (requisition) process had been agreed, between 2 March 2023 and 9 November 2023.

Questions on behalf of the Conservative Group

1. Has there been an increase in the use of call-in exemptions, in comparison to non-covid years? If so, what is the main driver behind that rise?
2. A large number of the 'reasons for urgency' indicate the decision had to be taken urgently. What measures are being put in place to ensure that there is a longer notice period for decisions, in order to avoid exemption and to allow pre-decision scrutiny?
3. Are the Chief Executive and Leader content that the level of exemptions is healthy?

The Leader of the Council gave the following responses to the questions:

1. The majority of call-in exemptions related to social care matters and were for urgent decisions relating to either ensuring the continuity of provision or ensuring that Government grants could be obtained.

There had been 12 exemptions granted in 2021-22 and a total of 16 exemptions between May 2022 and November 2023 so the overall rate of exemptions granted was in line with that of previous years.

2. The wish to minimise the number of exemptions had already been flagged up by both the Chairman of the Overview and Scrutiny Board and the Monitoring Officer. All requests for exemptions were thoroughly assessed by the Board Chairman. The Chief Executive was also in discussions with officers to seek to improve the planning of decisions.
3. The Leader confirmed that he was not happy with the number of exemptions requested and wished to keep these to a minimum.

Deemed motion by the Administration

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

Amendment by the Conservative Group

That the following additional recommendation be added to the report:

Given the precarious financial situation of Havering Council, and following advice that a lack of scrutiny is a significant driver in local-authorities issuing S114 notices, this council will undertake to put in place robust planning procedures, in order to reduce the use of call-in exemptions.

Following debate, the deemed motion on behalf of the Administration and the amendment by the Conservative Group were **AGREED** by 41 votes to 0 with 8 abstentions (see division 1) and **AGREED** as the substantive motion, without division.

**RESOLVED:**

**That the report be adopted and its recommendations carried into effect and:**

**Given the precarious financial situation of Havering Council, and following advice that a lack of scrutiny is a significant driver in local-authorities issuing S114 notices, this council will undertake to put in place robust planning procedures, in order to reduce the use of call-in exemptions.**

43 **MEMBERS' QUESTIONS (agenda item 10)**

Fifteen questions were asked and responded to at the meeting. A summary, including of the supplementary questions and answers given, is attached as appendix 1 to these minutes.

44 **ROMFORD MARKET (agenda item 11A)**

A. ROMFORD MARKET

Motion on behalf of the Conservative Group

This chamber recognises the important role that Romford's historic market plays in the town's identity and its economy. We commit to ensuring the survival of Romford Market, and will establish to a cross

party working group on devising a plan to protect and enhance the market.

Amendment on behalf of the Administration

This Council recognises the important role that Romford and its historic market plays in Havering. We commit to ensuring that the future of Romford Market is fully considered as part of the public consultation on the Romford Masterplan early next year, and encourage cross party participation in that process.

Following debate, the amendment on behalf of the Administration was **AGREED** by 29 votes to 20 with 0 abstentions (see division 2) and **AGREED** as the substantive motion by 29 votes to 20 with 0 abstentions (see division 3).

**RESOLVED:**

**This Council recognises the important role that Romford and its historic market plays in Havering. We commit to ensuring that the future of Romford Market is fully considered as part of the public consultation on the Romford Masterplan early next year, and encourage cross party participation in that process.**

45 **HEALTH AND SOCIAL CARE OVERVIEW AND SCRUTINY (agenda item 11B)**

Motion on behalf of the Conservative Group

This council recognises Havering's precarious financial position, in which a vast majority of spend concerns health and social care. In recognition of this position, and in order to ensure maximum scrutiny of spend, this Council commits to establishing a dedicated Health & Social Care OSSC that sits outside of People OSSC.

Amendment on behalf of the Administration

This council recognises Havering's precarious financial position, in which a vast majority of spend concerns health and social care. In recognition of this position, and in order to ensure maximum scrutiny of spend, this Council reaffirms that the Sub-Committee Chairs for People and Place are free to determine their own working models including establishing task and finish groups and sub-groups where appropriate.

Following debate, the amendment on behalf of the Administration was **AGREED** by 29 votes to 17 with 3 abstentions (see division 4) and

**AGREED** as the substantive motion, without division.

**RESOLVED:**

**This council recognises Havering's precarious financial position, in which a vast majority of spend concerns health and social care. In recognition of this position, and in order to ensure maximum scrutiny of spend, this Council reaffirms that the Sub-Committee Chairs for People and Place are free to determine their own working models including establishing task and finish groups and sub-groups where appropriate.**

46 **VOTING RECORD**

The record of voting decisions is attached as appendix 2 to these minutes.

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**Mayor**



FULL COUNCIL, Wednesday 22<sup>nd</sup> November 2023

Appendix 1

## MEMBERS' QUESTIONS

### Royal Jubilee Court

- 1) To the Cabinet Member for Climate Change & Housing Need (Councillor Keith Darvill)  
From Councillor Michael White

Can the Cabinet Member for Housing please confirm why the decision to reopen Royal Jubilee Court had the option to call-in waived, meaning that there is reduced scrutiny on a spend of over £500000 of taxpayer's money?

### Answer

Opposition members will be aware of the financial crisis facing the council and the impact the costs of providing bed and breakfast accommodation for homeless families has in that crisis. This has meant young children living in one room with their parents, with no cooking facilities. I hope you will agree that that is unacceptable.

Officers have moved quickly to bring Royal Jubilee Court back in use to accommodate homeless families and save the council money. The funds used to bring the building back into use are from the Housing Revenue Account, tenants money, and therefore not tax payers money. The rental income from the residents will also go the HRA. The substantial savings on hotel costs will however benefit the Councils general fund.

Ward councillors were also invited to a meeting on 3rd August 2023 however none of them turned up. A delay in making the decision would have cost the council in the region of £265,000.

Finally, I hope you agree, that we should do the best we can for our homeless families from the borough as this is about people too.

A supplementary question asked if the Cabinet Member felt that the way in which the matter was handled had met the Council's open and transparent standards. The Cabinet Member felt that this was the case and that it would have been a dereliction of duty not to take the decision. The decision helped both homeless families and the Council's finances and was able to be scrutinised going forward.

## **Signage relating to ULEZ**

### **2) To the Cabinet Member for Environment (Councillor Barry Mugglestone) From Councillor Darren Wise**

At the ULEZ extraordinary council meeting in August, a motion was passed which stated that 'We will remove all illegal signage on Havering Council property and land.'

Would the Cabinet Member please define what illegal signage means in this instance?

## **Answer**

I thank Councillor Wise for his question.

In this instance illegal would mean any sign that is installed in connection with the scheme that is not done so under statutory powers or specific Council agreement.

To date, no illegal signs have been identified or removed.

A supplementary question asked if the ULEZ number plate recognition cameras were in breach of the law and should be removed. The Cabinet Member responded that this was not relevant to the issue of ULEZ signage.

## **Asset Disposal**

### **3) To the Cabinet Member for Housing & Property (Councillor Paul McGeary) From Councillor David Taylor**

Could the Cabinet Member for Housing & Property please provide an update on the sale of assets, such as the disposal of Como St, Angel Way and Slaney Road car parks?

## **Answer**

The Cabinet decisions in February and August declared a number of sites surplus to the Council's requirement. Completed sales to date have generated capital receipts of £7.6m while other sites in the pipeline are either being marketed or being prepared for marketing.

With respect to the car parks, officers have been preparing the sites for appropriation for planning purposes to facilitate development in line with the Cabinet approval. Notices have been published in the Romford Recorder this month to advertise the Council's intention to appropriate Como St, Angel Way, Keswick Avenue and Dorrington Gardens car parks. Cabinet decided not to include Slaney Way for appropriation until completion of a review with stakeholders of the options for retaining part of the site. Officers are currently exploring these options.

The intention is to sell those car park sites approved for disposal to the Council's wholly owned development company, Mercury Land Holdings. Pre-application discussions are

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currently in progress with Planning officers for each of the 4 car park sites as a pre-cursor to formal planning applications being submitted.

A supplementary question asked if the Cabinet Member would meet with Councillor Taylor and local residents to discuss the process in more detail. The Cabinet Member indicated he was happy to do this.

## **Council's Financial Position**

### **4) To the Leader of the Council (Councillor Ray Morgon) From Councillor Martin Goode**

With the recent announcements in the local press that Havering Council, could issue a section 114 notice, would the Leader please explain what cutbacks are being planned on council services to avoid this notice being issued?

### **Answer**

As a Council with low unit costs for its services it is very difficult to find the savings to balance the budget. A report to November Cabinet set out £11.9m of savings and efficiency proposals which will now be consulted on before final decisions are taken early next year. These proposals include increases in Car Parking charges, reducing the number of libraries and further pilots on re-ablement aimed at enabling more people to return home following discharge from hospital.

We do not want to reduce any public facing services but the failure of central government to recognise the demographic pressures we are facing have left us no choice but to propose these savings in order to close the budget gap.

We have been lobbying the Government, which includes meetings with Ministers and officers. So far they have not offered any solutions other than a Capitalisation order, but we will continue talking to them to see if we can agree a better outcome. Finally, it is important to note we are not the only council now in this position and the list is growing, and we have been working with the LGA and London Councils to try and put more collective pressure on the Government.

A supplementary question asked if the Leader of the Council would agree that any provisions for cutbacks or savings must be achievable. The Leader of the Council responded that savings proposals would continue to be reviewed until the point of the Council Tax setting meeting next year.

### School Streets Phase 3

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

Could the Cabinet Member for the Environment please outline the administration's current, future, plans for the school streets scheme on completion of Phase 3?

### Answer

Seven School Streets were implemented as part of Phase 2 of the School Streets programme. These have been in place since September 2022 on an experimental basis. Officers are currently using the results of a recent consultation exercise to examine whether these School Streets should become permanent, and an Executive Decision will be progressed in due course. Three School Streets were implemented as part of Phase 3 of the programme in October 2023, again under an experimental Traffic Order. A decision on whether or not these should be made permanent will be made in the next 18 months.

Council Officers are currently working with Sustrans to examine the success of the first two phases of the programme. The findings will be presented in a Report that will go before the Places Overview and Scrutiny Sub-Committee next year. The report will also make recommendations regarding the school streets programme going forward.

At the same time, Officers are developing a selection criteria for Phase 4 of the programme and investigating what schools could be included. Consultation with stakeholders will take place with any schools that are progressed.

A supplementary question asked what had been the cost of rolling out the school streets scheme so far. The Cabinet Member responded that he would check this, including the period covered by the previous Administration and confirm these figures.

### Members' Enquiries

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

Could the Leader of the Council please confirm why the Administration's well publicised policy of restructuring the organisation of the Authority has led to a significant increase in the time it takes officers to respond to Members' queries?

### Answer

The restructure programmes relevant to the administration of Member enquires are in the final stages of delivery and will significantly increase the collective resources available to oversee Member enquiries, complaints and information requests.

We now have a central complaints service and system in place where all activity is logged, distributed and monitored for response and/or action. In parallel to this we have launched new tools via our Dynamic 365 platform that enable residents to log

requests direct into the system therefore removing unnecessary manual referrals and improving response times by responding direct to the requestor.

As these new systems come online, we can monitor response times with greater accuracy and scrutiny. To support us in our transition to these systems we have allocated additional resources especially in Housing and Neighbourhoods where we see our highest levels of Member enquiries.

In order to further reduce time spent on manual referrals and improve response time further we ask and invite all Council members to use the online tools in order to initiate action and response.

A supplementary question asked if Members could still phone staff during the interim period and if responses to Members would be quicker in the future. The Leader of the Council replied that response times would be quicker under the new operating model but that Members would also be expected to use the on-line tools when reporting issues.

## **Research Programme for Social Care**

### **7) To the Cabinet Member for Adults & Wellbeing (Councillor Gillian Ford) From Councillor Jason Frost**

Could the Cabinet Member for Health please state whether or not Havering will put itself forward to participate in the National Institute for Health and Care Research's new Research Programme for Social Care initiative?

### **Answer**

Officers in social care welcome the opportunity to undertake research at points in time, and for example through our Research Governance Framework consider proposals from external bodies such as universities or our own staff. The RGF offers rigour to examining proposals for their efficacy and to ensure data protection issues are carefully considered.

The National Institute for Health & Care Research looks very interesting, and we note an application deadline of 17<sup>th</sup> January 2024. Another call for applications is anticipated in mid 2024 for projects to start no earlier than 1<sup>st</sup> April 2025. Officers are not proposing to make an application by the January deadline, and depending on capacity and resources, will consider the mid 2024 application deadline in due course. It is noted that an application can include applying for funding for additional resources, but it is also important to consider the impact on staff time of participating in such research at a time when our staff resources are stretched. It is inevitable that staffing resources do get pulled into research projects.

We are already working with the London School of Economics (LSE) participating in a longitudinal study of the impacts on residents of 'discharge to assess' hospital which as Cllr Frost knows is the government policy of long term assessments for

inpatients being undertaken out of the acute hospital setting. We remain concerned about the numbers of residents who are discharged to care home settings (and the cost) as a result of this policy, so our key focus in the coming months will be working with LSE.

A supplementary question asked if notification could be given of any applications by the Council under this programme. The Cabinet Member indicated this would be possible.

## **Flood Management in the Borough**

### **8) To the Cabinet Member for Environment Councillor Barry Mugglestone) From Councillor Viddy Persaud**

Could the Cabinet Member for the Environment please outline what the Council's plans are for the control and management of flooding in the Borough?

#### **Answer**

The Flood Management Act 2010 sets out legal duties on the Council and designates the Council as a Lead Local Flood Authority. Key functions of a LLFA are:

- Publish a local flood risk management strategy
- Coordinate activity with other local bodies and communities
- Carry out works to manage local flood risks
- Maintain a register of assets
- Investigate significant local flooding incidents and publish results
- Regulate ordinary watercourses
- Be a statutory consultee role for surface water drainage on major developments
- Contribute to emergency planning and recovery for flooding.

The Council is currently working with consultants to develop a Local Flood Risk Management Strategy and Surface Water Management Plan, which are due to be published in Autumn 2024.

In the meantime, the Council discharges its duties effectively and manages flood risk. This work has been evidenced by strategic actions such as commissioning studies following high surface water events, reviewing drainage in relation to planning applications and assessing potential watercourse issues. There are ongoing operational activities, such as cleansing gullies on the road network and removing obstructions from rivers and culverts.

Flood management is complex as it involves several agencies and stakeholders. The Council only has responsibility for certain elements of the network such as minor watercourses, gullies and gully leads into sewers. Beyond this the responsibilities lie with other asset owners such as the Environment Agency, Thames Water and private river bank or water course owners. The Council do need to oversee issues however and co-ordinate management.

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In most cases funding will need to be sought externally to address strategic issues. The Council will work with the Environment Agency to bid for this once the plans are in place.

A supplementary question asked what could be done to improve the position with flooding in underpasses in central Romford. The Cabinet Member replied that he had asked officers to check these areas and would pass the Councillor's concerns onto officers.

### **Visitor Parking Permits**

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

Will the Administration consider, in emergency situations, allowing residents to apply for more than the current annual maximum of 250 visitors parking permits

#### **Answer**

Yes, in exceptional circumstances. I can also confirm that the Council already offer an increased provision of visitor permits to residents with other extenuating circumstances.

The Council offer a range of permits to assist residents and businesses. In instances where the resident is undergoing building works, there is a permit for tradespeople to apply for, allowing parking within the residential parking bay. This ensures residents do not need to use their visitor permit allocation. Where a resident is receiving care at home, we provide the Health & Homecare permit (for medical professionals) or the Domestic Carer permit (for those receiving care from relatives/friends).

A supplementary question thanked the Cabinet Member for improving the position in Carlisle Road and asked if the Cabinet Member would confirm in writing that the 250 permit limit could be exceeded in emergencies. The Cabinet Member confirmed that there were plans in place to support residents in these circumstances.

### **Municipal Planting**

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

As the Administration has now chosen to withdraw funding for the maintenance of the Borough's highway planters, would they not agree that the current approach to procurement of plants and bulbs is leading to excessive costs which could be better controlled through more extensive market engagement; including through direct negotiation with in-Borough suppliers?

#### **Answer**

The Council obtains a minimum of three quotes for bulbs and plant orders, regularly checking the market for competitive prices.

The Council also assesses the stock quality and whether there are new suppliers that may offer better value.

To contribute towards the Council's ongoing savings, changes have been made to further reduce costs by removing all seasonal bedding from planters and beds across the borough, replacing this with permanent sustainable planting.

The Council is actively working with community groups to take on maintenance of highway planters to ensure they still have amenity value but at reduced cost to the Council.

The Council is actively seeking sponsorship with local businesses to contribute towards maintenance of some of the larger flower beds in the borough.

A supplementary question asked if it was the Council's responsibility to maintain its own planters. The Cabinet Member responded that the Council's finances meant that community groups were being asked to assist with this.

### **Repairs to Roundabout, London Road**

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

The brickwork at the roundabout near to Allens of Romford was damaged nearly a year ago, and despite repeated reassurances from officers, the Cabinet Member and the responsible Director, repairs remain outstanding. Can the Cabinet Member for the Environment please provide a lead time to the completion of this work?

### **Answer**

Following a road traffic collision extensive damage was incurred to the roundabout and associated infrastructure. Emergency repairs were completed immediately to both recover the vehicle, tidy up the area, make the area safe and reinstate lighting.

Design and procurement of the permanent repair is now complete and the work is scheduled to be completed by the end of November 2023.

A supplementary question asked for confirmation that the work would be completed by the end of November. The Cabinet Member replied that he understood the work had now been completed but would check later this week.

### **Roadworks in the Borough**

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

What can the Administration do about the numerous road works around the Borough which are causing hold-ups when no work appears to be taking place?

### **Answer**

The Council has legal duties to coordinate road works on the highway network. This function is discharged by the Streetworks team. Every year over 30,000 individual works sites are

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established on the borough's roads related to utility companies, third parties and the Council's own works.

The coordinating function involves the receiving and issuing of permits to work to minimise disruption and maximise network safety. The team also monitors breaches of street works procedures and issues Fixed Penalty Notices for contraventions.

Whilst the Council must coordinate work it has no powers to prevent or delay works being undertaken by statutory undertakers through their own legal powers. It is not possible to effectively coordinate emergency works and this can sometimes lead to clashes.

The Council also carries out necessary traffic liaison with our statutory bodies including London Buses and TfL to agree work and any other works programmed by the utilities affecting our borough.

With regard to works sites not being staffed this could be to do with materials (for example concrete) curing or a delay while a specialist crew or bespoke material arrives. Where these are observed the Council will:

1. Take note of the unmanned or non-operational sites – permit numbers/locations/date/time sites were visited.
2. Contact the work promoter and challenge the current status
3. Discuss reasons and usually refuse extension requests
4. Continue to monitor the site and record findings
5. Where possible make a charge against the promoter under Section 74 of the relevant regulations (over running)

A supplementary question asked if sites where no work was taking place could be removed temporarily. The Cabinet Member replied that he would like Members to make him aware of sites of this type where no work appeared to be taking place.

## **Issue of Parking Charge Notices**

### **13) To the Cabinet Member for Environment (Councillor Barry Mugglestone From Councillor Dilip Patel)**

Could the Cabinet Member for Environment please provide how many PCNs were issued for the last four quarters compared to the previous four quarters?

#### **Answer**

In the year to October 2023 the Council issued 188,361 Penalty Charge Notices of all types of contraventions (parking, bus lane, moving traffic). In the year to October 2022 the Council issued 138,901 PCNs.

A detailed breakdown, per quarter, is included in the following table and can be issued to Cllr Patel if needed (and other elected members) after the meeting.

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Quarter	Period	Issuance	Period	Issuance
1	Aug - Oct 23	46,440	Aug - Oct 22	42,315
2	May - Jul 23	58,550	May - Jul 22	36,825
3	Feb - Apr 23	41,705	Feb - Apr 22	31,638
4	Nov 22 - Jan 23	41,666	Nov 21 - Jan 22	28,123
Total		188,361		138,901

A supplementary question asked how many appeals against Penalty Charge Notices had been made in the last four quarters. The Cabinet Member responded that he would provide these figures after the meeting.

**Proposed Havering Tramway**

**14) To the Leader of the Council (Councillor Ray Morgon)  
From Councillor Keith Prince**

Could the Leader of the Council please outline the costs of the feasibility study for the proposed Havering Tramway?

**Answer**

Thank you for your question, Councillor Prince.

To date, almost £200k has been spent on feasibility work looking at a new north to south public transport link for the borough.

The high-level work carried out to date, looking at potential route options, high level costs, and passenger demand and housing growth was funded by Transport for London through the Local Implementation Plan programme. This work was entirely carried out under the previous Conservative led administration.

Whilst the Council is in a challenging environment at present, improving north-south connectivity in Havering is a key priority for my administration, and is a key component of the Council's infrastructure vision that was launched at the Palace of Westminster in May.

The Council is still at a very early stage of looking at the potential for a new public transport link connecting Romford, Rainham and beyond and it is not yet identified if the link will be provided by a tramway, light rail, bus or some other method of transport.

Officers are in the process of preparing a paper for my administration to consider, on the next phase of the study which will include costs for further work. A decision will then be taken on whether to progress the work to the next stage of feasibility.

**Council, 22<sup>nd</sup> November, 2023**

A supplementary question asked if the Leader agreed that any scheme must be affordable. The Leader responded that any scheme had to be the right option and affordable.

**Litter Enforcement**

**15) To the Cabinet Member for Environment (Councillor Barry Mugglestone)  
From Councillor David Taylor**

With 916 out of 1850 litter enforcement fines outstanding, and just 10 of those being prepared for court action, can the Cabinet Member confirm what steps the council and their contractors are taking to secure payment of the remaining 906 fines?

**Answer**

Fixed Penalty Notices issued for breaches of environmental legislation (such as littering) are criminal matters.

For FPNs that remain unpaid, final reminder letters are sent to all alleged offenders. This has happened in every case.

If there is no reply to those letters, case files are created and lodged with the local Magistrates Court in preparation for a **Single Justice Procedure** (SJP) Hearing.

So far, in addition to the final warning letters, 40 case files have been prepared via the SJP process.

Unpaid FPNs cannot be followed up as a 'debt' by the Council in the same way that unpaid PCNs or other invoices are. Having committed an offence, we expect those fined to pay the FPN fine without delay.

A supplementary question asked if the Cabinet Member felt that the low number of cases being prepared gave the wrong signal on littering. The Cabinet Member responded that he did not agree and that it was intended to chase every unpaid Fixed Penalty Notice.

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<i>DIVISION NUMBER:</i>	1	2	3	4
<b>The Mayor (Councillor Stephanie Nunn)</b>	✓	✓	✓	✓
The Deputy Mayor [Cllr. Pat Brown]	0	✓	✓	✓
<b><u>CONSERVATIVE GROUP (20)</u></b>				
Cllr Robert Benham	✓	X	X	X
Cllr Ray Best	A	A	A	A
Cllr Joshua Chapman	✓	X	X	X
Cllr John Crowder	✓	X	X	X
Cllr Philippa Crowder	✓	X	X	X
Cllr Osman Dervish	A	A	A	A
Cllr Jason Frost	✓	X	X	X
Cllr Judith Holt	✓	X	X	X
Cllr Robby Misir	✓	X	X	X
Cllr Dilip Patel	✓	X	X	X
Cllr Nisha Patel	✓	X	X	X
Cllr Viddy Persaud	✓	X	X	X
Cllr Keith Prince	✓	X	X	X
Cllr Timothy Ryan	✓	X	X	X
Cllr Carol Smith	✓	X	X	X
Cllr Christine Smith	✓	X	X	X
Cllr David Taylor	✓	X	X	X
Cllr Christine Vickery	✓	X	X	X
Cllr Damian White	A	A	A	A
Cllr Michael White	✓	X	X	X
<b><u>HAVERING RESIDENTS ASSOCIATION GROUP (21 + 1)</u></b>				
Cllr Sarah Edwards	✓	✓	✓	✓
Cllr Gillian Ford	✓	✓	✓	✓
Cllr Oscar Ford	✓	✓	✓	✓
Cllr Laurance Garrard	✓	✓	✓	✓
Cllr James Glass	✓	✓	✓	✓
Cllr David Godwin	✓	✓	✓	✓
Cllr Jackie McArdle	A	A	A	A
Cllr Paul Middleton	✓	✓	✓	✓
Cllr Raymond Morgon	✓	✓	✓	✓
Cllr Barry Mugglestone	✓	✓	✓	✓
Cllr Sue Ospreay	A	A	A	A
Cllr Gerry O'Sullivan	✓	✓	✓	✓
Cllr Phillip Ruck	✓	✓	✓	✓
Cllr Natasha Summers	✓	✓	✓	✓
Cllr Bryan Vincent	✓	✓	✓	✓
Cllr Reg Whitney	✓	✓	✓	✓
Cllr Julie Wilkes	✓	✓	✓	✓
Cllr Christopher Wilkins	✓	✓	✓	✓
Cllr Jacqueline Williams	✓	✓	✓	✓
Cllr Graham Williamson	✓	✓	✓	✓
Cllr John Wood	✓	✓	✓	✓
<b><u>LABOUR GROUP (8 + 1)</u></b>				
Cllr Mandy Anderson	0	✓	✓	✓
Cllr Keith Darvill	0	✓	✓	✓
Cllr Jane Keane	0	✓	✓	✓
Cllr Paul McGeary	0	✓	✓	✓
Cllr Trevor McKeever	A	A	A	A
Cllr Matthew Stanton	0	✓	✓	✓
Cllr Katharine Tumilty	0	✓	✓	✓
Cllr Frankie Walker	0	✓	✓	✓
<b><u>EAST HAVERING RESIDENTS' GROUP (3)</u></b>				
Cllr Brian Eagling	✓	X	X	0
Cllr Martin Goode	✓	X	X	0
Cllr Darren Wise	✓	X	X	0
<b><u>INDEPENDENT (1)</u></b>				
Councillor John Tyler	✓	✓	✓	✓
<b>TOTALS</b>				
✓ = YES	41	29	29	29
X = NO	0	20	20	17
0 = ABSTAIN/NO VOTE	8	0	0	3
ID = INTEREST DISCLOSED/NO VOTE	0	0	0	0
A = ABSENT FROM MEETING	6	6	6	6
	0	0	0	0
	55	55	55	55

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## **REPORT OF GOVERNANCE COMMITTEE**

**Full Council: 17 January 2023**

### **Appointments to Outside Bodies 2023/24**

Governance Committee has been due to consider a report (attached) concerning the approval of several non-executive appointments and the noting of the position with two other external organisations to which the Council normally appoints.

As the Governance Committee has not had a meeting at the time of the meeting of Council, the report is being passed for approval to full Council at its meeting scheduled for 17 January 2024.

**Accordingly, it is RECOMMENDED:**

**That Council agrees the recommendations as shown in the report of Governance Committee (attached).**

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## GOVERNANCE COMMITTEE

**Subject Heading:**

**APPOINTMENTS TO OTHER ORGANISATIONS, 2023/24**

**SLT Lead:**

**Gavin Milnthorpe  
Deputy Director of Legal & Governance**

01708 432838

**Report Author and contact details:**

Jacqui Barr  
Governance Officer  
jacqui.barr@onesource.co.uk  
01708 432439

**Policy context:**

The Council appoints Members and others to serve on a variety of other bodies

**Financial summary:**

There are no significant financial implications.

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

[x] People - Things that matter for residents

[x] Place - A great place to live, work and enjoy

[x] Resources - A well run Council that delivers for People and Place.

## SUMMARY

The Council makes appointments to a large number of other organisations, some statutory, others voluntary.

Since the executive governance arrangements were revised, responsibility for making Executive appointments has passed from this Committee to the Leader of the Council, but the Constitution provides that in the case of Non-Executive appointments, it is for this Committee to make decisions

## RECOMMENDATIONS

That the Committee:

1. **AGREE to APPOINT** Councillor Jacqueline Williams and to **NOTE** the vacancy arising from Mr Ron Ower's resignation from the Poyntz Charity Trust.
2. **NOTE** the current situation in regard to the Lucas Play Charity Trust
3. **AGREE to APPOINT** Councillor Paul Middleton to the Havering Theatre Trust Board in place of Mr Melvin Wallace
4. **NOTE** that Councillor Darvill has replaced Councillor McGeary as the Council's representative on Capital Letters
5. **NOTE** additional information on the election of Governors to the North East London Foundation Trust

## REPORT DETAIL

### 1. POYNTZ CHARITY

- 1.1 At the meeting of the Committee on 7<sup>th</sup> June 2023, it was agreed that Councillor Morgon should be appointed to the vacancy on the Poyntz Charity, pending further enquiries by Officers as to the Charity's active status.
- 1.2 In October 2023, the Governance Officer made contact with the current Secretary of the Poyntz Charity and it was established that the Trust is active and would welcome representation from the Council.
- 1.3 Councillor Morgon resigned his temporary appointment to the Trust on 29<sup>th</sup> October and expressions of interest for the vacancy were invited from Councillors in the Cranham and Upminster Wards, where the alms-houses are situated.

- 1.4** Councillor Jacqueline Williams indicated that she would be willing to serve as one of Havering's representatives on the Trust, and has subsequently met informally with the current Members
- 1.5** In addition, Mr Ron Ower's term of office is due to expire in March 2024. Mr Ower has indicated that he does not wish to be re-appointed as the Council's representative beyond his current term. Trustees need not be elected Members of the Council and the Trust intends to canvas in the New Year for new members.

## **RECOMMENDATION**

That the Committee AGREES to APPOINT Councillor Jacqueline Williams as one of the London Borough of Havering's representatives on the Poyntz Charity Trust until March 2028.

## **2. Lucas Play Site Charity Trust**

- 2.1** The Trust was established to use the investment income derived from proceeds from the sale of land for the improvement of play site facilities across the Borough.
- 2.2** Under the terms of the Trust, the Council appoints two nominative trustees for a four-year term of office. In turn, the nominative trustees can co-opt up to three additional trustees.
- 2.3** Councillor Robert Benham and Councillor Osman Dervish were appointed as the Council's representatives until November 2023.
- 2.4** The Parks Development Manager reported that the last meeting of the Trust took place in 2019. Officers are keen to revive the Trust in order to access much needed finance.
- 2.5** Expressions of interest were invited from Members on 20<sup>th</sup> November, but to date, there has been no response.

## **3. HAVERING THEATRE TRUST**

- 3.1** The Articles of the Havering Theatre Trust provide for up to three representatives appointed by the London Borough of Havering, providing that they do not possess 20% or more of the entire membership of the Board.
- 3.2** The current representatives are Councillor Paul McGeary and Mr Melvin Wallace.
- 3.3** Councillor Paul Middleton, Cabinet Member for Digital, Transformation & Customer Services, has expressed a wish to join the Board, but under current arrangements, this would take the Council's share of the Board membership over the 20% threshold.
- 3.4** In order to prevent a breach of the Articles, it is therefore proposed that the Committee should appoint Councillor Middleton to the Board in place of Mr Wallace, who will remain as a member in his own right, rather than as an appointee of the Local Authority.

## **RECOMMENDATION**

That the Committee AGREES to APPOINT Councillor Paul Middleton as the London Borough of Havering's representative on the Havering Theatre Trust in place of Mr Melvin Wallace.

### **4. CAPITAL LETTERS**

- 4.1** The position on Capital Letters is an Executive appointment, which can be made by the Leader of the Council. In May 2023, Councillor Paul McGeary, who was then Cabinet Member for Housing, was appointed to this role.
- 4.2** After the changes to Cabinet portfolios took place in October 2023, it was considered more appropriate that Councillor Keith Darvill, Cabinet Member with responsibility for Housing Need, should replace Councillor Paul McGeary as the Council's representative on Capital Letters

## **RECOMMENDATION**

That the Committee NOTES that Councillor Keith Darvill has replaced Councillor Paul McGeary as the London Borough of Havering's representative on Capital Letters to align with updated Cabinet portfolios.

## **5. NORTH EAST LONDON FOUNDATION TRUST BOARD OF GOVERNORS**

At the last meeting of the Council's Governance Committee, Members requested further information on the arrangements for election to the North East London Foundation Trust (NELFT) board of Governors, which is summarised below:

- The composition of the Council of Governors is:
  - 25 elected governors (17 public governors, 8 staff governors)
  - 7 appointed governors
- Elections take place every three years approximately. When an election is planned, it will be announced on the NELFT website and in other media.
- Eligible candidates will be given the opportunity to nominate themselves as a governor by completing a nomination statement. This information is then sent to members in the area covered by the Trust, who will vote for their preferred candidate.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:**

In some cases, membership of an organisation is dependent upon the Council paying a subscription: where relevant, the subscription will be met from within an appropriate budget provision and cost is minimal.

**Legal implications and risks:**

These appointments are administrative and have no direct legal implications or risks. However, Members who sit on outside bodies will need to consider whether (a) they are required to register their interests with the Council and, where appropriate, declare the interests at meetings and (b) seek advice when they are potentially involved in Council decisions that may affect the outside body. As there is no remuneration for the appointments, they are very unlikely to be discloseable pecuniary interests. Trustee status means that the trustee must always act in the best interests of the trust. The Monitoring Officer is available to provide advice as and when necessary.

**Human Resources implications and risks:**

There are none directly associated with this report.

**Equalities implications and risks:**

There are no specific implications or risks. Appointments should be made with the Council's equalities policies in mind.

**Environmental implications and risks:**

There are none directly associated with this report.

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FULL COUNCIL, Wednesday 17<sup>th</sup> January 2024

## MEMBERS' QUESTIONS

### Locking of Park Gates

**1) To the Cabinet Member for Environment (Councillor Bary Mugglestone)  
From Councillor Dilip Patel**

Could the Administration explain the apparent lack of consistency in the locking of park gates across the Borough; being left open on some days but locked on others?

**2) Question withdrawn**

### Management of Romford Market

**3) To the Cabinet Member for Regeneration (Councillor Graham Williamson)  
From Councillor David Taylor**

Could the cabinet member please outline what work has been undertaken to assess viable alternatives for the management of Romford Market, including the option of engaging with private management companies to reduce cost to the council and ensure its survival?

### Penalty Charge Notices

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

Would the Cabinet member, please confirm what protocol will apply for a traffic enforcement officer to issue a Penalty Charge Notice (PCN) to a vehicle for not displaying a valid parking ticket, when the P & D machines, in that vicinity are either 'not working or are out of use'?

### Road Repairs Funding

**5) To the Cabinet Member for Environment (Councillor Barry Mugglestone)  
From Councillor Osman Dervish**

Following the government's announcement of over £10m of funding for road repairs in Havering, will the administration please outline how they will allocate that spending?

## Call-in Waivers

6) **To the Leader of the Council (Councillor Ray Morgon)**  
**From Councillor Keith Prince**

Following the administration's commitment to putting in place a plan to reduce call-in waivers, can the Leader please outline what progress has been made to develop and implement this plan?

## Cycling Infrastructure Projects

7) **To the Cabinet Member for Environment (Councillor Barry Mugglestone)**  
**From Councillor David Taylor**

With work now confirmed on the Eastern Road / South Street junction, to improve cycling connectivity, can the administration outline what other cycling infrastructure projects are in progress across the borough?

## Environmental Impact Assessments

8) **To the Cabinet Member for Climate Change (Councillor Keith Darvill)**  
**From Councillor Keith Prince**

The council has waived the need for the Upminster battery storage facility to be subject to an Environmental Impact Assessment. A similar exemption has been made for the Como St car park site.

Can the cabinet member for Climate Change explain how this fits into the administration's ambition to protect the environment?

## Rough Sleepers

9) **To the Cabinet Member for Housing and Property (Councillor Paul McGeary)**  
**From Councillor Tim Ryan**

Havering has been attracting rough sleepers from other boroughs as it is seen as a 'safe place' to sleep rough. Can the administration outline what they are doing to work with other London boroughs to prevent this migration to Havering?

## Housing for Vulnerable Residents

10) **To the Cabinet Member for Housing Need (Councillor Keith Darvill)**  
**From Councillor Tim Ryan**

Can the Cabinet Member give an update on how many Havering vulnerable residents have been housed outside Havering in the last 2 years?

### **Royal Jubilee Court**

11) **To the Cabinet Member for Housing Need (Councillor Keith Darvill)**  
**From Councillor David Taylor**

Could the Cabinet Member please provide an update on work to reopen Royal Jubilee Court and provide a projected date for opening?

### **Waterloo Estate**

12) **To the Cabinet Member for Regeneration (Councillor Graham Williamson)**  
**From Councillor Viddy Persaud**

Could the Cabinet Member please outline what conversations they are having with Wates, over the option of beginning work on the Waterloo Estate, following the government's confirmation that work on such sites can take place?

### **Refugee Housing**

13) **To the Cabinet Member for Housing and Property (Councillor Paul McGeary)**  
**From Councillor Dilip Patel**

Could the cabinet member please provide an update on the progress of the programme to purchase homes for Ukrainian and Afghan refugees?

### **Lawns Way Vehicle Speed**

14) **To the Cabinet Member for the Environment (Councillor Barry Mugglestone)**  
**From Councillor Jason Frost**

With the Administration decision to remove the width restriction in Lawns Way, will the Cabinet Member for the Environment commit to the introduction of speed monitoring equipment so as to demonstrate to residents that the said restriction had no impact on regulating the speed of vehicles using this route?

### **Digital Connections for Telecare Devices**

15) **To the Cabinet Member for Adults and Wellbeing (Councillor Gillian Ford)**  
**From Councillor Jason Frost**

Telecoms firms have been obliged to announce a pause on the switching of vulnerable landline customers over to digital connections - after a number of "serious incidents" in which telecare devices, intended to summon assistance in an emergency - stopped working. Telecoms firms have urged local authorities and telecare firms to share more data on which residents have devices whose functioning could be affected. Can the Cabinet Member for Health & Adult Social Care ensure this Council that they are cooperating with any requests for data so as to facilitate the safe transition to digital connections among our most vulnerable residents?

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## Council, 17 January 2024 – Motions

### **A. HOME TO SCHOOL TRANSPORT**

#### Motion on behalf of the Conservative Group

This Council calls on the Cabinet not to proceed with the proposed cuts and changes in service, proposed in the Home to School Transport consultation.

It further recognises that such cuts would have a detrimental impact on both children and parents, causing them increased stress and anxiety.

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

This Council calls on the Cabinet to proceed with the proposed changes in service by adding to existing options presently available to children and parents to give greater choice and flexibility as proposed in the Home to School Transport consultation, always ensuring to minimise the impact on children, parents and carers.

#### Amendment on behalf of the Labour Group

This Council calls on the Cabinet to review the proposed changes in services set out in the Home to School Transport Consultation , subject to scrutiny and any recommendations by the People's Overview & Scrutiny Sub-Committee, thereby expanding the existing options presently available to children and parents to create greater choice and flexibility as proposed in the Consultation, whilst always ensuring to minimise any negative impact on children, parents, and carers.

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