



**MINUTES OF A MEETING OF THE COUNCIL OF THE
LONDON BOROUGH OF HAVERING
Council Chamber - Town Hall
22 March 2017 (7.30 - 10.08 pm)**

Present: The Mayor (Councillor Philippa Crowder) in the Chair

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

Approximately ten Members' guests and members of the public were also present.

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

Reverend David Hague, Vicar, the Church of the Good Shepherd, Collier Row and Area Dean of Havering opened the meeting with prayers.

The meeting closed with the singing of the National Anthem.

89 APOLOGIES FOR ABSENCE (agenda item 2)

Apologies for absence were received from Councillors Brian Eagling, John Mylod and Keith Roberts.

90 MINUTES (agenda item 3)

The minutes of the meeting of the Council held on 22 February 2017 were before the Council for approval.

It was **AGREED** that the minutes of the meeting of the Council held on 22 February 2017 be signed as a correct record.

RESOLVED:

That the minutes of the Council meeting held on 22 February 2017 be signed as a correct record.

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

There were no disclosures of pecuniary or personal interests.

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

The Mayor, on behalf of the Council, sent condolences to the families of those people who had died in the Westminster terror attack earlier that day.

The Mayor passed on condolences to Father Hingley following the recent death of his mother. The Mayor also announced that Father Hingley would now be the Mayor's official Chaplain. The Mayor also reminded Members of several functions relating to her charity fundraising. These included a borough history tour on 7 April, charity golf day on 28 April, the Civic service on 30 April and the Mayor's call on 6 May.

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

93 **PETITIONS (agenda item 6)**

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

From Councillor Tucker concerning opposition to a proposed housing development on the old Rainham Library site.

From Councillor Smith concerning a request for removal of a telecommunications pole and associated boxes from a site in Hornchurch Road.

94 **PAY POLICY STATEMENT 2017/18 (agenda item 7)**

A report of the Chief Executive asked Council to agree the Pay Policy Statement 2017/18. The Council was required by law to publish such a statement setting out the remuneration of its chief offices and lowest paid employees as well as the relationship between the remuneration of its Chief Officers and its other employees.

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

That the Pay Policy Statement 2017/18 (attached as appendix 2 to these minutes) be approved.

95 DATES OF COUNCIL MEETINGS 2017/18 (agenda item 8)

A report of the Chief Executive asked Council to agree the dates of future Council meetings for the next municipal year and on a provisional basis for the remainder of 2018.

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

That the Council fixes the dates of its meetings for the Municipal Year 2017/18 and, on a provisional basis, the balance of 2018, as follows:

	2017
7	June
12	July
13	September
22	November
	2018
24	January
21	February (Council tax Setting)
21	March
16	May (Annual Meeting)
6	June (provisional)
11	July (provisional)
12	September (provisional)
21	November (provisional)

96 MEMBERS' QUESTIONS (agenda item 9)

Fifteen questions were asked and replies given. The text of the questions, together with their answers, is shown as appendix 3 to these minutes.

97 PLANNING ENFORCEMENT ISSUE (agenda item 10A)

A procedural motion by the Conservative Group that all motions be dealt with under the intermediate debate procedure was **AGREED** without division.

Motion on behalf of the Independent Residents' Group

As Members recall a motion before council regarding 2 metre high front walls was referred to the Towns and Communities O&S sub-committee for further consideration and they in turn deferred the matter until the planning department had received legal advice on the legality of the walls.

Planning concluded that part of the wall nearest the house was permitted development and the bit nearest the highway was unlawful. Planning then asked the owner on threat of enforcement action to lower the wall nearest the highway and they responded by submitting a Certificate of Lawfulness saying the entire walls were lawful. This was refused by planning and the owner appealed and the Government Inspector dismissed the appeal without qualification ruling the walls unlawful. (Planning Inspectorate APP/B5480/X/16/3152643)

But in response planning officers are once again intending to ask the owner to lower part of the wall nearest the highway or face enforcement. **This is not good enough.** Planning should enforce against the entire single structure walls and tell the owner to lower the entire walls or remove them completely. This is necessary in the public interest because the walls are anti-social and need to be deterred and because this is fair not punitive enforcement considering the Government Inspector ruled the entire walls unlawful.

Thus Council calls on officers to consider enforcing against the entire walls, but allowing the owner the option of lowering their entire height to avoid having to remove them completely.

Amendment by the Conservative Group

This Council requests the Town and Communities O & S sub committee to review again the case involving 2 metre high front walls referred to it on 25 November 2015 in the light of the subsequent appeal decision (Planning Inspectorate APP/B5480/X/16/3152643) and updated legal advice received.

The amendment on behalf of the Conservative Group was **CARRIED** by 31 votes to 15 (see division 1) and **AGREED** as the substantive motion by 31 votes to 16 (see division 2).

RESOLVED:

This Council requests the Town and Communities O & S sub committee to review again the case involving 2 metre high front walls referred to it on 25 November 2015 in the light of the subsequent appeal decision (Planning Inspectorate APP/B5480/X/16/3152643) and updated legal advice received.

98 **SAFER NEIGHBOURHOOD TEAMS AND NEW POLICING MODEL (AGENDA ITEM 10B)**

Motion on behalf of the Independent Residents' Group

The Council Leader volunteered Havering to pioneer a Tri-borough police merger with Redbridge and Barking and Dagenham, rather than await the outcome of a reorganisation elsewhere in London. The reorganisation like the Newham merger, will be difficult to reverse even if further mergers are not progressed across London. The Council Leader says being a pioneer has advantages because the reorganisation includes strengthened Safer Neighbourhood Teams with designated ward officers!

Nevertheless Council calls on the Executive not to support the Tri-borough without guarantees that SNT designated ward officers won't be re-designated response officers and sent to police events outside the borough.

Amendment by the Conservative Group

Amend to read:

This Council thanks the Borough Commander for the thorough and informative briefing to members of the Council given on the 20th February about the Tri-borough policing pilot involving Havering Redbridge and Barking and Dagenham and his offer of a follow up session before the pilot concludes and notes that:

- it is one of two pilot schemes for a programme to be rolled out across the whole of Greater London
- the Metropolitan Police identified our three boroughs for one of the pilots
- it is reversible
- it gives the opportunity to focus on the policing needs of the Borough
- it provides the ability to influence the eventual shape of the London-wide scheme.

Amendment by the Labour Group

Delete the motion and replace with the following:

This Council welcomes the Metropolitan Police Service initiative promoting cross Borough cooperation recognising the benefits to London wide policing to reduce and prevent fraud, cyber crime and terrorism. It also welcomes the commitment of the Mayor and the MPS to real neighbourhood policing with stronger Safer Neighbourhood Teams which should remain a top priority in Havering.

The amendment on behalf of the Conservative Group was **CARRIED** by 30 votes to 14 (see division 3); the amendment on behalf of the Labour Group

was **NOT CARRIED** by 35 votes to 12 (see division 4); the amendment on behalf of the Conservative Group was **AGREED** as the substantive motion by 40 votes to 9 (see division 5).

RESOLVED:

This Council thanks the Borough Commander for the thorough and informative briefing to members of the Council given on the 20th February about the Tri-borough policing pilot involving Havering Redbridge and Barking and Dagenham and his offer of a follow up session before the pilot concludes and notes that:

- **it is one of two pilot schemes for a programme to be rolled out across the whole of Greater London**
- **the Metropolitan Police identified our three boroughs for one of the pilots**
- **it is reversible**
- **it gives the opportunity to focus on the policing needs of the Borough**
- **it provides the ability to influence the eventual shape of the London-wide scheme.**

99 **GRAMMAR SCHOOLS (AGENDA ITEM 10C)**

Motion on behalf of the Labour Group

This Council opposes the introduction of Grammar Schools in the London Borough of Havering.

Amendment by the Conservative Group

Amend to read:

This Council takes pride in the achievements of all its children and young people through the provision of good quality education available to all students and we await further detail about any national scheme for the establishment of new Grammar Schools before taking a considered view on the matter.

This motion was withdrawn by the Labour Group and resubmitted to the next meeting of Council at which motions will be debated.

100 **VOTING RECORD**

The record of voting decisions is attached as appendix 4 to these minutes.

Mayor

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Appendix 1

Madam Mayor

Since the last meeting of Full Council, there have been a number of matters of interest on which I would like to update members briefly.

A £2m grant for children's services innovation bid

Firstly, I am very pleased to be able to tell you that it was announced on Monday of this week that this Council has been awarded £2.4m by the Department for Education for innovation in Children's Services. This is after successfully bidding for this funding, which is aimed at improving the services we provide for young people who need our support the most. It shows confidence from the Government in the Council's ability to deliver improvement and transformation.

Through innovation, enhanced resources and working with the young people themselves, our officers will design a service that truly meets their needs. A large focus will be on keeping young people out of care, enabling them to stay with their families wherever possible, ensuring that those who do need care get it in a stable way, and those leaving care are given the very best life chances in education and employment.

Congratulations on this are due to Tim Aldridge and his team.

£2b in social care funding for Councils announced in the budget and London devolution

As part of the Spring Budget, delivered earlier this month, the Chancellor has pledged an extra £2bn to local authorities to help alleviate the social care crisis. Councils will benefit from this extra funding over the next three years. The money will help free up NHS beds by ensuring we are more able to provide sufficient support for those who are well enough to leave hospital. It was announced last week that our grant will be £3.8m for 2017/2018, £2.8 for 2018/2019 and £1.4 for 2019/2020.

The Budget also provides an extra £100m to help more hospitals have GPs in A&E units by next winter.

Also as part of the budget, a Memorandum of Understanding on further devolution to London was announced. As part of the agreement, local authorities in London and the Mayor of London will receive additional responsibilities over transport, health, criminal justice, skills and employment support.

Whilst I welcome any opportunity emerging for improving services in Havering, I would ask the Mayor of London to ensure that any additional powers are held where appropriate by individual borough councils, including Havering, rather than City Hall.

Business rates

The business rates revaluation takes effect in England from next month. In addition to the £3.6 billion transitional relief that was announced in November 2016, the

Government will provide additional support for businesses facing significant increases in bills. London will get a total of £124.3m over four years up to 2021 but that translates to an average of just £2.1m a year for London's ten hardest hit boroughs.

We don't yet know how easy this support will be to administer, but we do know that there will be support for small businesses losing Small Business Rate Relief to limit increases in their bills to £600, and a £1,000 business rate discount for pubs with a rateable value of up to £100,000 for one year from April.

The Government has assured us that we will be fully compensated for the loss of income as a result of these measures.

MIPIM – (promo video played on a loop as members enter)

Some of you might be aware, that for the first time, Havering was represented at MIPIM, an event that gathers the most influential national and international property developers over four days in Cannes. Last week, two of our directors attended the event with eight other partner East London local authorities (B&D, Bexley, Enfield, Greenwich, Newham, Redbridge and Waltham Forest). We and our partners came together under the banner 'Local London'. The cost was covered by sponsorship. The primary aim for us was to launch our £1bn contract procurement to deliver our major housing estate regeneration programme.

In line with our new vision, the Council is taking a more proactive approach to showcasing Havering's opportunities. Our housing regeneration programme, new business developments and our excellent connections are already attracting significant interest.

The video that you saw when you entered the chamber today was produced to support the Council's presence at MIPIM, but our aim is to use this medium more widely to portray the borough's growth potential and attract businesses, investment and new residents. This video currently appears on our website homepage, on the Invest in Havering website and on our social media channels.

BHRUT

Earlier this month, I was delighted to hear that BHRUT – our local hospitals' trust which runs Queens and King George Hospitals has been taken out of special measures.

I'd like to acknowledge the commitment of all staff at BHRUT who have worked tirelessly to increase standards over the past three years.

An improved local hospitals' trust will enable staff across our health and social care services to continue to work together successfully to improve patient care and experience.

Highfield Community Centre

Also this month, work started on the construction of a new community centre behind Highfield Towers in Collier Row.

The new centre which will be carbon neutral, with solar panels, will boast a large hall, which I hope will become a hub for the whole community. In addition, a new play area will be created next to the new building. This will be partly funded through a partnership with the Tesco Bags of Help fund.

Sapphire jubilee

I am pleased to tell members, that to mark Her Majesty the Queen's Sapphire jubilee year, the 65th year of her reign, we will be organising a special Service of Thanksgiving later on this year at St Helen & St Giles Church in Rainham.

In addition, there will be a photographic exhibition at Fairkytes, which is planned for next month, and we will also be planting a flower bed at the front of the Town Hall in her Majesty's honour. Final details of all the events and activities planned will be made available on our website in due course.

Terms and Conditions Review update

I wanted also to give members an update on the Terms and Conditions Review for staff.

The job evaluation appeals process is now nearing completion. A final detailed moderation is currently being carried out jointly by the Council and Trade Unions in line with the job evaluation scheme and best practice. Once that review has been completed all impacted staff will be notified of the outcomes and the final job evaluation results. The external independent Equality Impact Analysis will then be carried out and once all of the information has been reviewed, a report will then be submitted to the Governance Committee. Implementation of the proposals is still expected to take place in the summer.

Commonwealth flag-raising

On Monday 13 March, Madam Mayor, you raised the Commonwealth Flag outside the Town Hall, to Mark Commonwealth Day.

This was a significant and enjoyable event, which allowed the Borough to recognise the importance of the Commonwealth at a time of increasing instability and uncertainty in the world. You can see a photograph of the event on the screen.



Award nomination

I would like to share some good news. Havering Council has been shortlisted for the main award at London Councils' 2017 Small Business Friendly Borough Awards.

Havering is shortlisted for the "Best All Round Small Business Friendly Borough" at the awards ceremony that will be held at the Kingsway Hall Hotel in London on Thursday 30 March.

We are delighted to have been shortlisted, as it demonstrates our vision and ongoing to supporting our local businesses. Havering has a strong entrepreneurial spirit and I know that officers are doing all they can to nurture and develop it.

A particularly exciting development over the last year has been the establishment of affordable workspace for new businesses at The Retailery in Romford's Market Place, The Workary at Rainham Library, and the CEME Launchpad. I'm confident that these workspaces will help maintain our borough's position as the UK's start-up capital.

Big Backing for BID3

Following on from this, I was very pleased to hear earlier this month that businesses have overwhelmingly backed continuing the London Riverside's Business Improvement District or BID.

The BID was first set-up in 2006 and is designed to provide benefits for around 400 businesses in the London Riverside areas in Rainham funded by a levy on businesses within the BID area.

Around 87% of the businesses who voted were in favour of BID3, the third iteration of the scheme that will run until 2022. This was the highest vote in favour of the three polls held over the last 10 years.

Since it was formed, the BID has invested in mobile security patrols, CCTV, removal of rubbish, planting and environmental improvements, improved recycling facilities and lobbying for improved transport links to the area. In total over £2.4 million has been invested over the years in security and improving the appearance of the area and this good work will now continue for another five years.

Solar Park Proposals

Following a review of the Solar Park schemes with officers I am now able to update members on the future of the proposals. At the Council meeting in January I reported that the Administration would not be proceeding with the scheme at Dagnam Park in its current form. Consideration has been given to revised smaller schemes, and I have reached the conclusion that there would be insufficient viability or feasibility to warrant such alternative scheme and that the right course is to discontinue any such plans for the Dagnam Park area. I will now be informing the Friends of the Park of this.

Work will however be continuing on the possible scheme for the Gerpins Lane site. That work will draw on the experience of other councils in schemes underway or planned for their areas. If any other alternative energy opportunities are identified members will of course be briefed.

The change in plans will give rise to a review of our Medium Term Financial Strategy from 2019/2020 and other savings or income may need to be identified.

Madam Mayor that concludes my report.

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London Borough of Havering

Pay Policy Statement 2017/18

1. Introduction

2. This pay policy statement is produced in accordance with Chapter 8 of the Localism Act 2011 which requires the Council to prepare a pay policy statement by the 31 March each year before it comes into force.
3. This pay policy statement was approved by a meeting of full Council on 22 March 2017. It is made available on the Council's website.
4. Under the Localism Act 2011, the Council's pay policy statement must set out:
 1. the remuneration of its chief officers
 2. the remuneration of its lowest-paid employees
 3. the relationship between:
 - i. the remuneration of its chief officers and
 - ii. the remuneration of its employees who are not chief officers
5. Under the Localism Act 2011, Chief Officers in Havering are defined as those remunerated on the following grades:
 1. HG1 (Chief Executive)
 2. HG2/HG2S (Director/Chief Operating Officer)
 3. HG3 (Director/Assistant Director/Head of Service)
 4. HS1/2/3 (Director/Assistant Director/Head of Service)
6. This pay policy statement excludes staff in schools.
7. The Council's next pay policy statement will be for the year 2018/19 and will be submitted to a meeting of full Council for approval by 31 March 2018.

8. Remuneration of Chief Officers

9. Chief Executive

10. The Chief Executive role is the Council's Head of Paid Service.
11. The Chief Executive role is paid on the HG1 grade comprising the following spinal points and annual Full Time Equivalent salary, as at 1 April 2017.

HG1

1. £167,217
 2. £168,768
 3. £170,319
 4. £171,870
 5. £173,421
-
12. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Executives of Local Authorities with effect from 1st April each year.
 13. Progression through the spinal points is subject to annual incremental progression.
 14. The Chief Executive role is entitled to receive a separate Returning Officer fee in respect of elections. The approach to the setting of these fees is set out in Appendix 1.
 15. The Chief Executive role receives no other bonuses, overtime or any other additional salary payments.
 16. Director/Chief Operating Officer
 17. Director/Chief Operating Officer roles are paid on one of the following 2 grades comprising the following spinal points and annual Full Time Equivalent salary, as at 1 April 2017:

HG2

1. £116,037
2. £119,352
3. £122,620
4. £125,985
5. £129,300
6. £132,615

HG2S

1. £129,429
2. £133,125
3. £136,824
4. £140,520
5. £144,219
6. £147,918

18. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1st April each year.
19. Progression through the spinal points is subject to annual incremental progression.
20. The Council's statutory chief officer roles currently undertaken by Director/Chief Operating Officer roles are detailed below. No additional payments are made in respect of these roles:
 - Section 151 (Finance) – Chief Operating Officer
 - Children's Services – Director of Children's Services
 - Adults Social Services – Director Adult Social Care & Health
21. Director/Chief Operating Officer roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.
22. Director/Chief Operating Officer roles receive no other bonuses, overtime or any other additional salary payments.
23. Director/Assistant Director/Head of Service
24. Director/Assistant Director/Head of Service roles of larger services are paid on the following grade comprising the following spinal points and annual Full Time Equivalent salaries, as at 1 April 2017:

HG3
 1. £95,601
 2. £98,331
 3. £101,064
 4. £103,794
 5. £104,436
 6. £107,112
25. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year.
26. Progression through the spinal points of the grade is subject to annual incremental progression.

27. Director/Assistant Director/Head of Service roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.
28. Director/Assistant Director/Head of Service roles receive no other bonuses, overtime or any other additional salary payments.
29. Director/Assistant Director/Head of Service
30. Director/Assistant Director/Head of Service roles of smaller services are paid on one of the following 3 grades comprising the following spinal points and annual Full Time Equivalent salaries, as at 1 April 2017:

HS3

1.	£72,969
2.	£75,669
3.	£78,375
4.	£81,078

HS2

1.	£78,411
2.	£81,315
3.	£84,216
4.	£87,120

HS1

1.	£86,310
2.	£89,511
3.	£92,694
4.	£95,898

31. The values of the spinal points are increased in accordance with the Joint Negotiating Committee for Chief Officers of Local Authorities with effect from 1 April each year.
32. Progression through the spinal points is subject to annual incremental progression.
33. The Deputy Director of Legal Services is the Council's Statutory Monitoring Officer. No additional payments are made in respect of this role.
34. The Assistant Director of Economic Development role receives an additional Market Supplement payment equivalent to £8,000pa.

35. Director/Assistant Director/Head of Service roles may be entitled, if appointed for an election, to receive a fee for any Deputy Returning Officer role undertaken. The approach to the setting of these fees is set out in Appendix 1.
36. Other Assistant Director/Head of Service roles receive no other bonuses, overtime or any other additional salary payments.
37. **Other Remuneration for Chief Officers**
38. On appointment, Chief Officers will be placed on the appropriate spinal point within the appropriate grade and paid any other allowance/payment as set out in this pay policy statement, having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels.
39. Where it is proposed, on appointment, to place a Chief Officer on a spinal point/grade or pay an allowance/payment outside of those set out in this pay policy statement, full Council will be given the opportunity to vote on the application of any salary package that exceeds £100,000pa.
40. The Council does not operate a performance related pay scheme or other bonus schemes for Chief Officers.
41. Chief Officers are not entitled to payment for any other charges, fees or allowances.
42. Chief Officers are not entitled to any benefits in kind as a result of their office or employment.
43. **Other Remuneration for Chief Officers and the Council's Other Employees**
44. The Council's policies regarding how the Council exercises the various employer discretions provided by the Local Government Pension Scheme (LGPS) are set out at Appendix 2. These discretions are applied equally to all employees. In general the Authority will not grant any increase or enhancement of pension entitlement as a result of its discretions policy, although each case will be determined on a case by case basis. As a result of the introduction of the new LGPS 2014 scheme all employer and Administering Authority discretions have now been reviewed and noted by Pension Committee.
45. The Council's policies regarding how the Council exercises the various employer discretions under the Local Government (Early Termination of

Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 are set out at Appendix 3.

46. On ceasing to be employed by the Council, all employees will only receive compensation:
 - in circumstances that are relevant (eg redundancy) and
 - that complies with the specific terms of any compromise agreement
47. Any severance package in excess of £100,000 (excluding annual pension/pension lump sum payments) will be subject of a vote by full Council.
48. All directly employed staff, whether permanent or fixed term, will be paid via the Council's payroll system and subject to deduction of tax and national insurance in accordance with PAYE regulations.
49. **Remuneration of the Council's Other Employees and the Council's Lowest Paid Employees**
50. The Council uses the following pay and grading structures to pay its other employees:
 - NJC for Local Government Employees
 - Soulbury Committee
 - JNC for Youth & Community Workers
 - School Teachers Pay & Conditions
51. The grades, incremental points and annual Full Time Equivalent salaries, as at 1 April 2017, associated with these pay and grading structures are detailed at Appendix 4. The values of the spinal points are increased in accordance with the respective negotiating body with effect from a variety of dates each year.
52. The remuneration of the Council's other employees also includes the payments/allowances detailed at Appendix 5.
53. For the purpose of this pay policy statement the Council's lowest paid employees are defined as those paid at APTC1 spinal column point 6 of the NJC for Local Government Employees, for which the annual Full Time Equivalent salary, as at 1 April 2017 is £17,961.
54. For the purposes of this pay policy statement the Council's median paid employee is paid at Scale 6, spinal column point 28 of the NJC for Local Government Employees, for which the annual Full Time Equivalent salary, as at 1 April 2017 is £26,805.

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

56. Although the Council does not have a policy regarding the ratio between the remuneration of its top earner, its lowest paid employees and other employees, the current ratios are detailed below.

Top earner : Lowest Paid Employee 1 : 9.4
Top earner: Median Paid Employee 1 : 6.3

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

Local Elections

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

Greater London Authority Elections

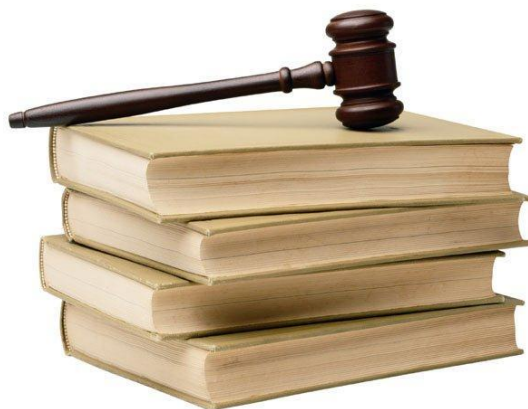
Returning Officer fees are set by the Greater London Returning Officer. The fees are funded by the Greater London Authority. Fees for Deputy Returning Officer roles are paid by the Returning Officer from a budget allocated for clerical assistance (and/or by allocation of some of the Returning Officer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

European Parliamentary and Parliamentary Elections and National Referenda

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



London Borough of Havering
Employing Authority Discretions and Administration
Authority Discretions
Statement of Policy



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

6) Applying the rule of 85 (Transitional 2014)

'Switch on' the 85 year rule protection, allowing a member to receive fully or partly unreduced benefits subject to the Scheme employer paying a strain cost to the Pension Fund (Schedule 2 paragraph 1 (1) (c) (Application of the 85 year rule between age 55 & 60) and that is correct).

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

7) Whether to grant application for early payment of deferred benefits on or after age 55 and before age 60. NB: The rule of 85 currently applies for members for member who qualify for the rule and it cannot be turned off.

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

8) Regulation 30 (5) (Waiving of actuarial reduction)

Whether to waive, on compassionate grounds, any actuarial reduction applying to a member's deferred benefits that are paid early.

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

Local Government Pension Scheme Regulations 2013

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

9(3)	To determine a revised employee contribution rate where there is a change in employment or a material change affecting the member's pensionable pay in the course of a year.	<p>Contributions are payable on all pay received such as non-contractual overtime or additional hours. Reductions in pay due to sickness, child related leave etc. are ignored. The salary used to determine your band will be assessed by taking into account basic salary each April plus any additional hours or overtime that were paid for in the previous financial year.</p> <p>We will review the banding in the event of a material change where a member requests such a review.</p>
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16(2)(e) and 16(4)(d)	Whether and how much and in what circumstances to contribute to a shared cost APC/SCAPC	Generally this discretion will not be exercised but delegated authority is given to the Pensions Panel to determine on a case by case basis if there has been any operational benefit gained by the employer and if so whether the APC should be wholly or partly funded. As a general rule the Council will not contribute to a shared cost APC/SCAPC where the absence is due to an unauthorised absence such as strike action.
17(1)	Establishment of a Shared Cost AVC (SCAVC) facility	The decision taken by the Investment Committee in 2001 is still relevant, therefore for the time being the Council does not set up a shared cost AVC facility.

19(2)	Right to a refund if member left due to offence of fraudulent character or grave misconduct	In the first instance withhold the return of contributions in all cases but each situation is considered on a case by case basis with delegated powers being given to the Pensions Panel
20(1)	Specify in an employee's contract benefits to be determined as pensionable	Where the Council wishes to specify in a contract of employment that other payments or benefits may also be pensionable it is determined by the Pension Panel on a case by case basis with the appropriate business case being presented
21(5)	Determine "regular lump sum" for Assumed Pensionable Pay	Where necessary the Transactional Manager (HR, Pensions and Payroll) is given delegated authority to make a determination on a case by case basis
22(7)(b)	Extension of time limit for deferred benefits to not be aggregated (concurrent employments)	Where a decision is required delegated authority is given to the Team Leader (Pensions Administration) to take account on a case by case basis of the relevant circumstances whether or not the 12 month time limit is to be extended and that the decision is communicated in writing to the scheme member within one month of the decision being made.
22(8)(b)	Extension of time limit for deferred benefits to not be aggregated	Where a decision is required delegated authority is given to the Team Leader (Pensions Administration) to take account on a case by case basis of the relevant circumstances whether or not the 12 month time limit is to be extended and that the decision is communicated in writing to the scheme member within one month of the decision being made.
30(6), and 11(2) of the Transitional Provisions Regulations –	Flexible retirement and waiving any actuarial reduction that would apply	A business case is prepared for each request, ensuring that this includes the Fund cost and any costs of additional salaries for a new part-time post to fill the reduced capacity, as well as quantifying the benefits of agreeing to the flexible retirement. Any actuarial reduction will not be waived.

30(8)	<p>To waive in whole or in part an actuarial reduction due for a member:</p> <ul style="list-style-type: none"> • Who is allowed to take flexible retirement and is not protected by the 85 year rule • Who having reached age 55 but not yet their normal retirement age and who is no longer working in the employment in relation to their accrued benefits elects to receive early payment of their benefits* 	<p>A business case is prepared for each request, ensuring that this includes the Fund cost and any costs of additional salaries for a new part-time post to fill the reduced capacity, as well as quantifying the benefits of agreeing to the flexible retirement.</p> <p>Any actuarial reduction will not be waived.</p>
31	Power of employing authority to grant additional pension to an active member	The Council does not generally apply this discretion to award additional pension but may in extreme cases consider on a case by case basis where the full cost benefit is presented in a business case and agreed by the Pension Panel.
37(3)	Recovery of payments following date of discontinuance of third tier ill health pension entitlement	Where pension payments have continued to be paid after the date of discontinuance they should be recovered in all cases with the individual being notified of the repayment procedure and timescales.
37(7)	Subsequent determination on level of ill health benefit following review of third tier ill health award as to whether tier two ill health benefits should apply.	Where in the opinion of the medical adviser and any other relevant information available in each individual case, if the member at the time of the review of their tier 3 ill health entitlement, satisfies the requirements of a tier 2 ill health pension the Council agrees and determines to put the increased ill health pension into payment. Where the member does not satisfy the requirements of a tier 2 ill health pension all the facts of the case are presented to the Pension Panel for a final determination.

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

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

Regulation	Description	Discretion application
3(6), 4(6)(c), 8(4), 10(2)(a), 17(2) and 17(2)(b)	Agreement to member selecting final pay period for fees	Where a scheme member's final pay consists of fees then the use of a period of three years ending on 31st March in last ten will be permitted so as to have a fairer fee figure used in the calculation of benefits.
12(6)	Use of an ill health certificate produced under the 2008 scheme	Delegated authority is given to the Team Leader (Pensions Administration) to agree the use of a certificate produced under the 2008 scheme on a case by case basis.
	Continuing contribution in to a Shared Cost AVC (SCAVC) facility	The Council did not agree to the setting up of a Shared Cost AVC (SCAVC) facility so therefore this discretion does not apply.
15(1)(d)	Allow late application to convert scheme AVCs into membership credit	Where an election is received late then delegated authority is given to the Team Leader (Pensions Administration) to determine on a case by case basis.
Schedule 2 paragraph 1(1)(c)	<p>To allow the rule of 85 to apply for members (who otherwise qualify for the rule) electing to take early payment of their pension on or after age 55 and before age 60 under regulation 30(5) of the Local Regulations 2013.</p> <p>i.e. Use of the discretion waives the actuarial reduction that would otherwise arise. NB: This applies only to members who were members of the LGPS after 1 April 2014.</p>	<ul style="list-style-type: none"> If the member satisfies the 85 year rule, that part of the member's benefits accrued under the Earlier Scheme(s) which is calculated by reference to any period of membership before the 1 April 2014 is reduced by reference to the period between the date of the request and age 60.

		<ul style="list-style-type: none"> If the member does not satisfy the 85 year rule, that part of the member's benefits accrued under the Earlier Scheme(s) which is calculated by reference to any period of membership before the 1 April 2014 is reduced by reference to the period between the date of the request and the date the member would satisfy the 85 year rule, or age 60 if later. <p>Each case be dealt with on a case by case basis and although generally the 85 year rule will be applied as above, where there may be a circumstance for a different application agreement is sought from the Pension Panel.</p>
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Discretions in relation to the Local Government Pension Scheme (Benefits Membership and Contributions) Regulations 2007

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

		case by case basis in circumstances where it may be considered to be to the Council's operational or financial advantage subject to a business case to the Pension Panel.
30(5)	Waiving an actuarial reduction to pension benefits on compassionate grounds	<p>The waiving of an actuarial reduction on compassionate grounds will be considered on a case by case basis with the following criteria taken into consideration–</p> <ul style="list-style-type: none"> Leave employment to care for dependent Dependents need for constant supervision No recourse to alternative care Suffering severe hardship Opportunity for employment severely limited <p>If all the above criteria are met the Pension Panel will consider such cases, and that any costs that are incurred are paid by the relevant service/department. Any actuarial reduction that may apply will not be waived.</p>
30A(3)	Consenting to application of payment for a suspended tier 3 ill health pension	<p>Generally applications will not be agreed but may be granted on a case by case basis with all circumstances being taken account and to be determined by the Pension Panel.</p> <p>Where the Council is required to make a determination as to agreeing to the early payment of a deferred pension on the grounds of permanent ill health that once the opinion has been received from the IRMP, all the facts of the case will be presented to the Pension Panel for a final determination.</p>
30A(5)	To waive actuarial on compassionate grounds	The Pension Panel will determine each application on a case by case basis and that it will only agree to the waiving of an actuarial reduction in extreme circumstances where the application has been enforced on the member due to unforeseen circumstances or circumstances beyond their

		control.
Regulation 31(4) and 31(7)-	Determine payment of deferred pension on health grounds. Decision whether a deferred or deferred pensioner member meets criteria for early payment due to permanent ill health	Where the Council is required to make a determination as to agreeing to the early payment of a deferred pension on the grounds of permanent ill health once the opinion has been received from the IRMP all the facts of the case are presented to the Pension Panel for a final determination.

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

		Discretion application
Regulation 47(2)	Payment of a refund of contributions in misconduct cases	In the first instance the return of contributions will be withheld in all cases but each situation is considered on a case by case basis with delegated powers being given to the Pension Panel.
Regulation 72	Forfeiture of pension rights as a result of offences or misconduct	The Council seeks recovery of any loss it has suffered and any such cases are referred to the Pension Panel.

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

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

Regulation	Description	Discretion application
22(1)(b)	Allow post 31 March 1998 / pre 1 April 2008 member to select final pay period for fees to be a period of not less than 3 or more than 5 years back from date of leaving	Delegated powers have been given to the Pension Panel
23 (4)	Issue a certificate of protection of pension benefits where eligible non-councillor member fails to apply for one (pay reduction / restrictions occurring pre 1 April 2008)	Delegated powers have been given to the Pension Panel
31(2)*	Whether to grant applications for the early payment of pension benefits on or after age 55 and before age 60. NB: The rule of 85 currently applies for members who qualify for the rule and it cannot be turned off.	No employees are permitted to receive early payment of benefits prior to age 60 except in compassionate cases, where the payment of such benefits would arise on a voluntary basis. Applications may be granted on a case by case
31(5)*	Whether to waive, on compassionate grounds, any actuarial reduction applying to a member's benefits that are paid before age 65.	Will be considered on a case by case basis.

31 (7A)	Whether to allow an employee who opted out to receive their benefits from their normal retirement date.	This to be allowed
34(1)(b)	Where a scheme member would be entitled to a pension or retirement grant under two or more regulations by reason of the same period of scheme membership, the employer can choose which benefits is to be paid if the member does not make a choice within 3 months of becoming entitled to elect.	Delegated powers have been given to the Pension Panel
71(7)(a)	Consent to a member's former employer assigning to the new employer rights under any SCAVC life assurance policy (pre 1 April 2008 non-councillor leavers)	No SCAVC payments are permitted.
88(2)	No right to return of contributions due to offence of a fraudulent character unless employer directs a total or partial refund is to be made (councillors and pre 1 April 2008 leavers)	Delegated powers have been given to the Pension Panel
92	Contribution Equivalent Premium (CEP) in excess of the Certified Amount (CA) recovered from a refund of contributions can be recovered from the Pension Fund (councillor or pre 1 April 2008 leaver)	Contribution Equivalent Premium (CEP) in excess of the Certified Amount (CA) recovered from a refund of contributions will be recovered from the Pension Fund
111(2) & (5)	Forfeiture of pension rights on issue of Secretary of State's certificate (councillors and pre 1 April 2008 leavers)	Delegated powers have been given to the Pension Panel
112(1)	Where forfeiture certificate is issued, direct interim payments out of Pension Fund until decision is taken to either apply the certificate or to pay benefits (pre 1 April 2008 leavers)	Delegated powers have been given to the Pension Panel

113(2)	Recovery from Fund of monetary obligation owed by former employee or, if less, the value of the member's benefits (other than transferred in pension rights) (pre 1 April 2008 leavers)	Delegated powers have been given to the Pension Panel
115(2) & (3)	Recovery from Fund of financial loss caused by employee, or amount of refund if less (pre 1 April 2008 leavers)	Delegated powers have been given to the Pension Panel

Discretions in relation to the Local Government Pension Scheme Regulations 1995 (the "1995 Pension Regulations")

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

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

SCHEME EMPLOYER CONFIRMATION

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

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

The policies made above:

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

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

Scheme Employer's Name: The London Borough of Havering

Date: 29 July



**The Local Government (Early Termination Of Employment)
(Discretionary Compensation) (England And Wales)
Regulations 2006
Statement of Policy**

(as amended)

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

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

Increase of Statutory Redundancy Payments

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

Compensation for Redundancy: General

Employees whose employment is terminated by reason of redundancy will be paid according to the statutory redundancy table based on actual pay. Those who receive immediate pension benefits will have their redundancy payment capped at a maximum of £43,115.23 (with effect from 1/4/17 – this figure increases in with JNC pay awards).

Added Pension Years Award for those aged 55 and over

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

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

1. NJC for Local Government Employees (with effect from 1/4/17 to 31/3/18)

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

Spinal Point	Pay	Spinal Point	Pay	Spinal Point	Pay
		27	£26,019	49	£45,666
6	£17,961	28	£26,805	50	£46,608
7	£17,985	29	£27,801	51	£47,544
8	£18,051	30	£28,668	52	£48,489
9	£18,105	31	£29,517	53	£49,452
10	£18,330	32	£30,324	54	£50,445
11	£18,357	33	£31,170	55	£51,465
12	£18,375	34	£31,998	56	£52,476
13	£18,396	35	£32,628	57	£53,478
14	£18,657	36	£33,444	58	£54,480
15	£18,936	37	£34,338	59	£55,494
16	£19,281	38	£35,286	60	£56,496
17	£19,623	39	£36,372	61	£57,501
18	£19,917	40	£37,293	62	£58,515
19	£20,598	41	£38,229	63	£59,523
20	£21,276	42	£39,147	64	£60,525
21	£21,984	43	£40,086	65	£61,536
22	£22,506	44	£41,025	66	£62,829
23	£23,115	45	£41,898	67	£64,140
24	£23,802	46	£42,876	68	£65,481
25	£24,510	47	£43,815	69	£66,861
26	£25,242	48	£44,751	70	£68,259

APTC/ Senior Officer Grades

APTC1 SP 6-11 APTC5 SP 22-25

APTC2 SP 11-13 APTC6 SP 26-28

APTC3 SP 14-17 SO1 SP 29-31

APTC4 SP18-21 SO2 SP 32-34

Principal Officer Grades

PO1 SP 33-36 LPO7(a) SP 49-52 LPO8 (e) SP 59-62

PO2 SP 35-38 LPO7(b) SP 50-53 LPO8 (f) SP 60-63

PO3 SP 38-41 LPO7(c) SP 51-54 LPO8 (g) SP 61-64

PO4 SP 41-44 LPO8(a) SP 55-58 LPO8 (h) SP 62-65

PO5 SP 44-47 LPO8(b) SP 56-59 LPO8 (i) SP 66-70

PO6 SP 46-49 LPO8(c) SP 57-60

PO6 SP 46-49 LPO8(d) SP 58-61

Day Centre Officer (for people with learning disabilities) Grades

Level 1 SP 16-24

Level 2 SP 20-26

2. Soulbury Committee (with effect from 1/9/16 to 31/8/17)

Educational Improvement Professionals

Spine Point	£	Spine Point	£	Spine Point	£
1	33,730	18	54,042	35	72,173
2	34,938	19	55,223	36	73,329
3	36,078	20	55,833***	37	74,465
4	37,234	21	57,005	38	75,615
5	38,383	22	58,027	39	76,748
6	39,533	23	59,152	40	77,880
7	40,741	24	60,160	41	79,019
8	41,902*	25	61,239	42	80,156
9	43,256	26	62,291	43	81,293
10	44,463	27	63,367	44	82,435
11	45,655	28	64,457	45	83,574
12	46,809	29	65,551	46	84,715
13	48,116**	30	66,643	47	85,860
14	49,280	31	67,725	48	86,995****
15	50,567	32	68,824	49	88,135****
16	51,731	33	69,924	50	89,275****
17	52,897	34	71,050		

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

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

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

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

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

Educational Psychologists – Scale A

Spine Point	£	Spine Point	£
1	35,377	7	46,044
2	37,173	8	47,734
3	38,969	9	*49,317
4	40,764	10	*50,902
5	42,558	11	*52,380
6	44,353		

Notes

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

*Extension to scale to accommodate structured professional assessment points.

Senior & Principal Educational Psychologists

Spine Point	£	Spine Point	£
1	44,353	10	56,386
2	46,044	11	57,506
3	47,734*	12	58,649
4	49,317	13	59,811
5	50,902	14	60,933**
6	52,380	15	62,110**
7	52,987	16	63,275**
8	54,120	17	64,448**
9	55,243	18	65,620**

Notes

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

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

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

Trainee Educational Psychologists

Spine Point	£
1	22,728
2	24,393
3	26,054
4	27,718
5	29,381
6	31,044

Assistant Educational Psychologists

Spine Point	£
1	27,939
2	29,080
3	30,221
4	31,355

Young People's Community Service Managers

Spine Point	£	Spine Point	£
1	34,983	13	48,616
2	36,128	14	49,762
3	37,272	15	50,908
4	38,440*	16	52,057
5	39,626	17	53,213
6	40,784	18	54,360
7	41,969**	19	55,502
8	43,314	20	56,668***
9	44,056	21	57,857***
10	45,202	22	59,072***
11	46,342	23	60,312***
12	47,483	24	61,579***

Notes:

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

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

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

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

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

London Area Payments

With effect from 1st Septemeber 2016 staff in the London area shall receive the following:

- (a) at the rate of £3,027 per annum to officers serving in the Inner area.
- (b) at the £1,996 per annum to officers serving in the Outer area.
- (c) at the rate of £771 per annum to officers serving in the Fringe area.
- (d) officers normally serving in the London area but temporarily employed elsewhere shall continue to receive London area payments at the rate appropriate to their normal area of employment.
- (e) in the case of an officer required to serve in different parts of the London areas, or partly outside that area, the officer shall be deemed to be serving in the area in which he is required to spend more than one half of his time.
- (f) for the purpose of this paragraph –

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

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

The “Fringe Area” means:

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

Buckinghamshire: the districts of Beaconsfield and Chiltern.

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

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

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

West Sussex: the district of Crawley.

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

3. JNC for Youth & Community Workers (with effect from 1/9/16 to 31/8/18)

Support Worker Level

<u>Spine Point</u>	<u>wef 1/9/16</u>	<u>wef 1/9/17</u>
2	15,507	15,807
3	16,117	16,417
4	16,681	16,931
5	17,241	17,491
6	17,828	18,006
7	18,450	18,636
8	19,069	19,260
9	19,856	20,055
10	20,472	20,677
11	21,467	21,682
12	22,441	22,665
13	23,445	23,679
14	24,485	24,730
15	25,194	25,446
16	25,935	26,194
17	26,662	26,929

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

Professional Level

<u>Spine Point</u>	<u>wef 1/9/16</u>	<u>wef 1/9/17</u>
13	23,445	23,679
14	24,485	24,730
15	25,194	25,446
16	25,935	26,194
17	26,662	26,929
18	27,396	27,670
19	28,123	28,404
20	28,852	29,141
21	29,672	29,969
22	30,601	30,907
23	31,505	31,820
24	32,413	32,737
25	33,329	33,662
26	34,243	34,585
27	35,159	35,511
28	36,085	36,446
29	37,005	37,375
30	37,924	38,304
31	38,545*	38,930*
32	39,565*	39,961*

* Discretionary Points

LONDON AREA ALLOWANCE

	<u>2016</u>	<u>2017</u>
Outer	£1979	£1,999

SLEEPING IN DUTY ALLOWANCE

	<u>2016</u>	<u>2017</u>
Sleeping in Allowance	£34.34	£34.68
Disturbance Element	£19.19	£19.38

4. School Teachers Pay & Conditions

Unqualified Teachers £

1	19,553
2	21,469
3	23,384
4	25,301
5	27,214
6	29,130

Main Pay Scale £

M1	26,139
M2	27,759
M3	29,477
M4	31,302
M5	33,957
M6a	36,544
M6b	36,906

Upper Pay Scale £

U1	39,127
U2	40,575
U3	42,077

Lead Practitioner £

Minimum	42,077
Maximum	62,361

Teaching and Learning Responsibility £

Minimum	523
Maximum	2,603

Additional Payments for Class Teachers £

TLR 2 min	2,640
TLR 2 max	6,450
TLR 1 min	7,622
TLR 1 max	12,898
SEN min	2,085
SEN max	4,116

<u>Leadership Scale £</u>	<u>Leadership Scale £</u>	<u>Leadership Scale £</u>
L1 42,077	L19 63,830	L34 90,789
L2 43,055	L20 65,334	L35a 92,046
L3 44,049	L21a 66,213	L35b 92,967
L4 45,074	L21b 66,876	L36 95,189
L5 46,120	L22 68,454	L37 97,484
L6 47,195	L23 70,073	L38 99,818
L7 48,386	L24a 71,025	L39a 101,161
L8 49,429	L24b 71,736	L39b 102,173
L9 50,584	L25 73,441	L40 104,650
L10 51,806	L26 75,182	L41 107,187
L11 53,066	L27a 76,205	L42 109,789
L12 54,223	L27b 76,968	L43 111,346
L13 55,503	L28 78,802	
L14 56,801	L29 80,674	
L15 58,138	L30 82,605	
L16 59,605	L31a 83,738	
L17 60,905	L31b 84,576	
L18a 61,743	L32 86,595	
L18b 62,361	L33 88,675	

Additional Payments/Allowances for Other Employees

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

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

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



Appendix 3

FULL COUNCIL, Wednesday 22 March 2017

MEMBERS' QUESTIONS

Community Infrastructure Levy

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

Since the introduction of the Community Infrastructure Levy, would the Cabinet Member confirm how much money has been generated from it and how has it been specifically spent?

RESPONSE

Havering Council does not have an adopted Community Infrastructure Levy scheme in place, however, it is in the process of preparing one. Public consultation was carried out on this in 2015.

Social Care Appointments

2) **To the Cabinet Member for Adult Social Services and Health**
From Councillor Ian De Wulverton

With the current concerns in the media over the links between 15 minute Social Care appointments and neglect in the quality of the care given, what action is the council taking to evaluate the quality of care delivered to Havering residents and to ensure that care is safe and needs driven?

RESPONSE

Prior to working with the Council, homecare providers must meet a range of quality requirements including a minimum CQC rating, policies on medication, safeguarding and safer recruitment is reviewed to ensure they meet the required standard, and demonstration of experience of delivering care. For homecare providers that meet the required standards and are approved to contract with the Council, the borough's Quality Outcomes team will undertake regular branch visits, and review the quality of the service.

The Council also use Electronic Homecare Monitoring systems, so we know when, where and for how long care staff have visited residents. Where visits do not meet requirements, providers are directly engaged with to understand issues and address deficiencies.

The Council has also developed a set of questions in partnership with users and providers of homecare to measure the outcomes of the service received by customers. This feedback process will gradually be rolled out and reviewed to ensure we are getting an accurate picture of the quality of service being

Council, 22 March 2017

delivered. The long-term intention is that this feedback will be shared with homecare providers to improve quality.

Policy on Dog Fouling

**3) To the Cabinet Member for Environment, Regulatory Services and Community Safety
From Councillor Keith Roberts**

Councils have a statutory duty to keep pavements clear of dog waste but enforcement is an issue. Please can the Cabinet Member for Environment review the scheme promoted by Boston Borough Council to approve new powers under Public Safety Protection Order legislation requiring owners to carry a “waste bag” to clear up after their pet or face a £100 fine, to see if a similar scheme can be introduced in Havering.

RESPONSE

I have asked officers to review the scheme introduced by Boston and report back to me on this new approach, potential implementation or enforcement issues, likely outcomes and estimated financial implications.

In response to a supplementary question, the Cabinet Member confirmed that he was unaware of any legal definition of what constituted a ‘waste bag’.

Persons Presenting Themselves to the Council as Homeless

**4) To the Cabinet Member for Housing
From Councillor Keith Darvill**

How many people have presented themselves to the Council as homeless during 2014, 2015 and 2016?

RESPONSE

The number of homeless applications received:

2013/14	750
2014/15	615
2015/16	1058

However, the number where the Council accepted a duty to rehouse was:-

2013/14	163
2014/15	191

Council, 22 March 2017

2015/16 398

This information would be provided to all Councillors for information.

In response to a supplementary question, the Cabinet Member stated that, due to effective prevention work, the Council no longer placed people in bed and breakfast accommodation. It was accepted that temporary accommodation was not ideal for families with young children. The quality of Havering hostels had improved over the last two years. Structural changes in the housing market meant that more individuals were presenting as homeless and further private rented properties would therefore need to be located.

Planning Permission for New Dwellings

**5) To the Cabinet Member for Housing
From Councillor Stephanie Nunn**

Would the Cabinet Member confirm over each of the last 5 years how many new dwellings have received planning permission and how many dwellings have actually been built?

RESPONSE

Havering's new 'Vision' highlights the importance of high quality homes in the borough and Havering's planning policies are aimed at delivering these.

The numbers of dwellings granted planning permission and those that have been built over the past 5 years are as follows:

Year	Planning permission granted	Net completions
2011/12	440 units	448 units
2012/13	707 units	234 units
2013/14	983 units	792 units
2014/15	484 units	887 units
2015/16	699 units	948 units

This information would be provided to all Councillors for information.

Housing for Young People with Disabilities

6) To the Cabinet Member for Housing From Councillor Patricia Rumble

What provision is the council making to ensure that young people with disabilities are suitably accommodated in housing that fits their needs?

RESPONSE

The Joint Commissioning Unit is working with colleagues in Children's and Adults services to articulate future demand so that this can be reflected in local housing development plans.

The Unit is also working with housing providers in the market to develop a range of local housing options that would meet the needs of young people where they are assessed as being in need of accommodation with or without support.

Where current accommodation is unsuitable for a family with a disabled child, the CAD (Children and Adults with Disability) social workers refer to the local authority occupational therapy service who will assess for adaptations and rehousing if no adaptations are possible.

In response to a supplementary question, the Cabinet Member confirmed the Council wished to work with any individual with housing needs. The Cabinet Member was happy to discuss a specific case with Cllr Rumble in more detail.

Havering Vision

7) To the Cabinet Member for Housing From Councillor Graham Williamson

In a Romford & Havering Post (Wed 1/3) article headlined "Borough's vision for greater and more active role in the capital" it was reported that the Council's proposed and as yet particularised Vision 'Havering - making a Greater London' includes the building of some 30,000 homes on behalf of London. Can the Council Leader confirm if there is any truth in that figure?

RESPONSE

The 30,000 homes referred to is an aspirational and indicative figure based on an anticipated increase in the borough's Housing target over the next 20 years as well as the latest projections on housing need.

Council, 22 March 2017

The borough's current housing target as set out in the London Plan is a minimum of 1,170 homes per annum. Havering's emerging Local Plan covers a 15 year period and seeks to meet a minimum target of 17,550.

In response to a supplementary question, the Cabinet Member explained that the properties would be for Havering residents who could not afford their own homes. It was wished to deliver more affordable and sustainable development. The Cabinet Member did not wish to lose Havering's special identity but it was also necessary to comply with national and regional policies. It was also wished to deliver greater value in homes that were built.

Standards of Parks in Havering

**8) To the Cabinet Member for Culture & Community Engagement
From Councillor Barbara Matthews**

Does the Cabinet Member agree that ALL parks in Havering boast the highest possible standards, are beautifully maintained and have excellent facilities?

RESPONSE

The Council is very proud that since 2007 our parks have regularly won prestigious Green Flag Awards. This is the national standard of excellence for parks and open spaces and shows that we have some of the best outdoor spaces in the country. We currently have 11 awards and are hoping to achieve a further 2 for Haynes Park and Harrow Lodge Park this year, and 1 more in 2018 for Langtons. We also have 43 London in Bloom Awards including 3 category winners and 10 golds. This was one of the highest achievements in London and again an indicator of the excellent standards of our parks.

In response to a supplementary question, the Cabinet Member explained that the Council had instituted 10 years ago a hierarchy of parks in the borough based on an Open Spaces Assessment. The hierarchy was used to establish frequency of formal monitoring but all sites were treated equally in terms of grounds maintenance standards.

Creation of New Parking Places

**9) To the Cabinet Member for Environment, Regulatory Services and Community Safety
From Councillor Lawrence Webb**

In the last five years how many new public parking places have been created by removing verges? Please provide the breakdown by year.

RESPONSE

The only instances where the Council has replaced highway grass verge with parking space was in 2015 in Harlesden Close and Rush Green Road where 16 spaces in total were installed.

In response to a supplementary question, the Cabinet Member confirmed that an overall parking policy for Havering would be part of the Local Plan. There was not currently any budget for conversion of verges to parking spaces but this would be considered as part of the parking review.

IT and Data Security

10) To the Cabinet Member for Financial Management, ICT (Client) and Transformation
From Councillor Michael Deon Burton

Minded of the attack upon Tiverton Town Council in Devon who found themselves victim of a 'ransom email', which has rendered all files dating back to 2015 inaccessible. (A clerk opened an email, which instantly infected all the council's computers, and now the cyber criminals responsible are demanding a payment to return the information.) Is Havering's I.T, data secure from such attack and are our systems and procedures robust enough to prevent such an occurrence?

RESPONSE

Prevention is better than cure, and security is no exception. Wherever possible, we want to prevent security incidents from happening in the first place. However, it is impossible to prevent all security incidents.

In order to protect our environment, we routinely carry out various activities to ensure the council's data and infrastructure is secure. Some of the activities are of technical nature which use tools and systems such as; routine assessment of vulnerabilities in the systems, monitoring of emails and isolating suspect emails. We regularly check our infrastructure and network for any abnormal entries. We also ensure that all our systems have the latest software updates installed on them which makes them more secure.

The other measures include training programs for all officers, regular reminders to all our staff of security policies which remind them of their responsibilities and enforcing strong passwords. We provide regular updates and reminders on our Intranet to all our staff advising them of potential threats and cyber security threats. We will further improve the process by ensuring this information can reach those who may not have access to the council's Intranet including members. It is always advised that users must not open an email or click a link if they are unsure about the validity.

Council, 22 March 2017

However, we can't give any guarantees that security breaches similar to what we have seen in other public sector organisations such as Tiverton Town Council will not happen as often the criminals are one step ahead.

In response to a supplementary question, the Cabinet Member confirmed the potential paying of any ransom was a business issue. System were in place to deal with IT and data security as a whole.

Traffic Congestion in Hornchurch Town Centre

11) To the Cabinet Member for Environment, Regulatory Services and Community Safety

From Councillor John Wood

Would the Cabinet Member confirm what actions are being taken to reduce traffic congestion in Havering, and Hornchurch Town Centre in particular, given the increasing number of complaints that ward councillors are receiving on this issue?

RESPONSE

The Council invests the funding it receives through the Transport for London Local Implementation Plan, or LIP, in a variety of important transport schemes to manage traffic flow across the borough. This includes physical works to the highway network to add traffic capacity, improving journey time reliability and improving road safety.

LIP funding is also spent on schemes that provide alternative options to travel, such as through provision of secure cycle parking at key community facilities. The Council also engages with schools through the School Travel Plan process, which has seen a reduction in the number of pupils travelling to school by car from 39% in 2009 to 20% in 2016.

With regards Hornchurch Town Centre, the councillor will be aware that the limiting factor to motor traffic capacity generally will be junctions. In terms of adding capacity, aside from the financial constraints, there is the need for land within which larger junctions and additional or longer lanes can be built, which does not appear to be a practical solution.

I believe that officers were due to meet with yourself and your fellow Ward Members at Hornchurch on the 17th of March to discuss your concerns and I would encourage the councillor to continue those discussions.

Vacant Retail Properties

12) To the Cabinet Member for Environment, Regulatory Services and Community Safety

From Councillor Lawrence Webb

How many vacant retail properties are there within the Romford Ring Road?

RESPONSE

There are currently 31 vacant retail outlets within the Romford Ring Road, out of a total number of 409 outlets, equating to 7.5%.

In response to a supplementary question, the Cabinet Member reiterated the importance of ensuring the development of Romford Market. Initiatives such as the building of the Market House would lead to an uptake of shop premises within the town.

Administration of Direct Payments

13) To the Cabinet Member for Financial Management, ICT (Client) and Transformation **From Councillor Ray Morgon**

Would the Cabinet Member explain why, with an annual budget of over £10 million, Internal Audit found a worrying lack of documented procedures and monitoring/control systems in place in the administration of Direct Payments, so much so it has made 5 high and 9 medium priority recommendations for action to mitigate unacceptable financial risks to the council.

RESPONSE

The audit report in question contained a number of recommendations which are actively being implemented, or that have already been addressed. The majority of recommendations in the report relate to the Financial Assessments and Benefits Team, which now sits under the Head of Business Management. The audit was carried out prior to internal restructures, which have been implemented so that financial and other processes could be improved.

As the recommendations have been worked upon, more detail and updates pertaining to specific recommendations can be provided if required from both the Head of Business Management, for the recommendations pertaining to the FAB team aspects, and the Head of Joint Commissioning, for the aspects directly related to Direct Payments themselves.

In response to a supplementary question, the Cabinet Member added that updates on progress with the recommendations would be brought to the Audit Committee. An update on current progress would also be provided to Councillor Morgon.

Housing Bidding System

14) To the Cabinet Member for Housing

From Councillor Jody Ganly

If we are to actively encourage tenants in properties of 3 or more bedrooms to downsize to smaller properties, would the Cabinet Member confirm why we make it more difficult for tenants to do so by having to bid for properties, particularly when many elderly tenants do not have the means to bid online for them

RESPONSE

Those who wish to downsize are given a higher level of priority on the housing register. This ensures that they can secure offers for suitable properties earlier than other applicants on the housing register, and their property returns to Council stock in the process.

Our analysis shows that most who want to downsize are willing to give up their spare bedrooms, and have restrictive preferences in relation to the area and type of property they want to move into. To encourage them to do so, they are given the option to bid on a suitable property in their preferred area instead of making a direct offer that would result in a refusal.

In addition to online bidding, other methods include by calling the ELLC Choice Homes bidding hotline, which is fully automated in 15 languages, or a resident can bid using text messaging, and calls and messages are charged at the standard rate.

There is free Internet access available at every library, and at the Public Advice & Service Centre staff can also be able to offer assistance.

There is additional support available for residents who are unable to bid via an auto-bid facility - staff can set an 'auto-bid' so that the system automatically place bids on behalf of an elderly or vulnerable resident based on the bedroom requirements, area preference and type of property. The auto-bidding system can place bids on up to 2 properties matching their description every week, subject to availability.

In response to a supplementary question, the Cabinet Member confirmed he would investigate a case raised by Councillor Ganly where a resident had been unable to downsize despite being told to remove furniture etc from their existing property.

Fields in Trust Scheme

15) To the Cabinet Member for Culture & Community Engagement

From Councillor Barry Mugglestone

Would the Cabinet Member explain why there are now restraints in relation to the Fields in Trust ideas for Hornchurch Country Park, when in the past the council has

Council, 22 March 2017

felt comfortable to have these restraints in place and working with Fields in Trust schemes?

RESPONSE

The aim of Fields in Trust scheme is to secure land so that it remains in public use perpetually, and it often has programmes or schemes that offer funding for use on the land if a dedication to protect the land in that use is agreed by a Council. Previously funding has been made available for Brittons Playing Field and Park Lane Recreation Ground which was used to install outdoor gym equipment.

Unfortunately the Field in Trust scheme cannot at this time offer funding.

In response to a supplementary question, the Cabinet Member confirmed he was happy to discuss with Councillor Mugglestone reports that such funding might in fact be available.

<i>DIVISION NUMBER:</i>	1	2	3	4	5
The Mayor [Cllr. Philippa Crowder]	✓	✓	✓	0	✓
The Deputy Mayor [Cllr. Linda Van den Hende]	✓	✓	✓	X	✓
<u>CONSERVATIVE GROUP</u>					
Cllr Roger Ramsey	✓	✓	✓	X	✓
Cllr Robert Benham	✓	✓	✓	X	✓
Cllr Ray Best	✓	✓	✓	X	✓
Cllr Wendy Brice-Thompson	✓	✓	✓	X	✓
Cllr Joshua Chapman	✓	✓	✓	X	✓
Cllr John Crowder	✓	✓	✓	X	✓
Cllr Meg Davis	✓	✓	✓	X	✓
Cllr Osman Dervish	✓	✓	✓	X	✓
Cllr Jason Frost	✓	✓	✓	X	✓
Cllr Steven Kelly	✓	✓	✓	X	✓
Cllr Robby Misir	✓	✓	✓	X	✓
Cllr Garry Pain	✓	✓	✓	X	✓
Cllr Dilip Patel	✓	✓	✓	X	✓
Cllr Viddy Persaud	✓	✓	✓	X	✓
Cllr Carol Smith	✓	✓	✓	X	✓
Cllr Frederick Thompson	✓	✓	✓	X	✓
Cllr Linda Trew	✓	✓	✓	X	✓
Cllr Melvin Wallace	✓	✓	✓	X	✓
Cllr Roger Westwood	✓	✓	✓	X	✓
Cllr Damian White	✓	✓	✓	X	✓
Cllr Michael White	✓	✓	✓	X	✓
<u>RESIDENTS' GROUP</u>					
Cllr Ray Morgon	X	X	X	✓	0
Cllr June Alexander	X	X	X	✓	✓
Cllr Nic Dodin	X	X	X	✓	X
Cllr Jody Ganly	X	X	0	✓	✓
Cllr Barbara Matthews	X	X	X	✓	✓
Cllr Barry Mugglestone	X	X	X	✓	X
Cllr John Mylod	A	A	A	A	A
Cllr Stephanie Nunn	X	X	X	✓	X
Cllr Reg Whitney	X	X	0	✓	✓
Cllr Julie Wilkes	X	X	X	✓	X
Cllr John Wood	X	X	X	✓	✓
<u>EAST HAVERING RESIDENTS' GROUP</u>					
Cllr Clarence Barrett	✓	✓	✓	X	✓
Cllr Alex Donald	✓	✓	✓	0	✓
Cllr Brian Eagling	A	A	A	A	A
Cllr Gillian Ford	✓	✓	✓	X	✓
Cllr Linda Hawthorn	✓	✓	✓	X	✓
Cllr Ron Ower	✓	✓	✓	X	✓
Cllr Darren Wise	✓	✓	✓	0	✓
<u>UK INDEPENDENCE PARTY GROUP</u>					
Cllr Lawrence Webb	0	0	0	X	0
Cllr Ian De Wulverton	0	0	✓	X	✓
Cllr John Glanville	0	0	0	0	✓
Cllr David Johnson	0	X	X	X	✓
Cllr Phil Martin	X	X	X	X	X
Cllr Patricia Rumble	0	0	0	X	✓
<u>INDEPENDENT LOCAL RESIDENTS' GROUP</u>					
Cllr Jeffrey Tucker	X	X	X	X	X
Cllr Michael Deon Burton	X	X	X	X	X
Cllr David Durant	X	X	X	X	X
Cllr Keith Roberts	A	A	A	A	A
Cllr Graham Williamson	X	X	X	X	X
<u>LABOUR GROUP</u>					
Cllr Keith Darvill	✓	✓	0	✓	✓
Cllr Denis O'Flynn	✓	✓	0	✓	✓
TOTALS					
✓ = YES	31	31	30	12	40
X = NO	15	16	14	35	9
0 = ABSTAIN/NO VOTE	5	4	7	4	2
ID = INTEREST DISCLOSED/NO VOTE	0	0	0	0	0
A = ABSENT FROM MEETING	3	3	3	3	3
	54	54	54	54	54

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